

**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, FEBRUARY 2, 2026**

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 February 2026 as National Heart Month.
- B) Proclamation proclaiming March 28, 2026, as Children's Advocacy Center of Hidalgo County Day.

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.*

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

- A) Presentation of Delinquent Tax Collection Report for the period of October 01, 2024 through September 30, 2025 presented by Linebarger Goggan Blair & Sampson, LLP (Kelly R Salazar).
- B) Submission of Sales Tax Collection Report for January 2026.

C) Recognizing Jose Antonio "Tony" Padron, Sr. Construction Inspector for the Engineering Department, on his retirement.

D) Healthier Texas Community Challenge Pledge

E) City Events of Interest

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

A) Approval of Minutes for January 20, 2026 - Regular Called Meeting. **This item supports SG - Sound Governance and Fiscal Sustainability.**
(ADMINISTRATION)

B) Consideration and action, if any, on renewal of Service Contract with Jordan Johnson, Inc. for Professional Consulting Services on Performance Excellence and Financial Sustainability. **This item supports SE - Service Excellence.**
(PURCHASING)

C) Consideration and action, if any, authorizing the City Manager to advertise to Request for Proposals (RFP) for planting and landscape installation services for the Schoolyard Forestry Project. **This item supports QL - Quality of Life.**
(PURCHASING)

D) Consideration and action, if any, authorizing City Manager to advertise for sealed bids for the renovations of the City of Pharr Tierra Del Sol Golf Course. **This item supports IF - Infrastructure.** (PURCHASING)

E) PLATS:

1. Salinas Engineering, representing Jacinto Cano and Alice R. Cano, Owners, is requesting final plat approval of the proposed Jacinto Cano Subdivision. The property is legally described as being a 1.72 acre tract of land, more or less, out of and forming a part of Lot 274, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 3100 Block of South Gardenia St. SUB# 240513 **This item supports EV - Economic Vitality.**

2. Weaver Consultants Group, representing Chris ILekis, member for 801 S Cage LLC, is requesting final plat approval of the proposed D. Pearson Subdivision. The property is legally described as being a 1.738 acre tract of land, more or less, out of Lots 1 Thru 8, Lots 11 Thru 13 and a strip of land 20.00 feet wide lying east and adjacent to and along the full length of Lot 11, Orange Grove Addition, Pharr, Hidalgo County, Texas. The property's physical address is 801 S. Cage Boulevard. SUB#250930 **This item supports EV - Economic Vitality.**

REGULAR AGENDA - OPEN SESSION:

6. ORDINANCES AND RESOLUTIONS:

A) Consideration and action, if any, on Resolution authorizing the submission of a Criminal Justice Grant Program (JAG) FY2027 application to the Office of the Governor - Public Safety Office for the Pharr Metal Detector Enhancement Project, designating authorized representatives, and certifying compliance with all applicable grant requirements. **This item supports SSC - Safe and Secure Community.** (GMCD)

B) Consideration and action, if any, on Resolution authorizing the submission of an Office of the Governor – Public Safety Office Peace Officer Mental Health Grant Program (FY2027) application to support the Pharr Peace Officer Mental Health & Resiliency Program and designating authorized representatives for grant administration. **This item supports SSC - Safe and Secure Community.** (GMCD)

C) Consideration and action, if any, on Resolution authorizing the submission of a Border Zone Fire Departments (BZFD) Grant Program FY2027 application to the Office of the Governor – Public Safety Office for the City of Pharr Fire Department, designating authorized representatives, and certifying compliance with all applicable grant requirements. **This item supports SSC - Safe and Secure Community.** (GMCD)

D) Consideration and action, if any, on Resolution authorizing the submission of a Rifle-Resistant Body Armor Grant Program FY2027 application to the Office of the Governor – Public Safety Office for the City of Pharr Police Department, designating authorized representatives, and certifying compliance with all applicable grant requirements. **This item supports SSC - Safe and Secure Community.** (GMCD)

E) Consideration and action, if any, on Resolution appointing/reappointing one (1) member to the Tierra Del Sol Golf Advisory Board. **This item supports SG - Sound Governance and Fiscal Sustainability.** (GOLF)

F) Consideration and action, if any, on Resolution authorizing the City of Pharr to enter into an agreement with the Texas Department of Transportation for street closures of state roadways for 2026 public events. **This item supports QL - Quality of Life.** (SPECIAL EVENTS)

7. ADMINISTRATIVE:

A) Presentation on golf course improvements and renovation updates. **This item supports QL - Quality of Life.** (GOLF)

8. CONTRACTS/AGREEMENTS:

A) Consideration and action, if any, awarding the Construction Management Services Agreement to Brownstone Consultants, LLC for the DAP FY2016 Commercial Parking Lot Project. **This item supports IF - Infrastructure** (ENGINEERING) (ENGINEERING)

B) Consideration and action, if any, on Amendment Number 3 to extend contract time to June 2026 in the amount of \$271,122.00 to the Construction Management Agreement with Brownstone Consultants, LLC for the Pharr International Bridge Expansion Project. **This item supports IF - Infrastructure (ENGINEERING) (ENGINEERING)**

9. 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.

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.

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

11. 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 956-402-4200 Ext 1201 or FAX 956-475-3442 or Email cityclerksoffice@pharr-tx.gov for further information. Braille is not available.2

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 27th day of January 2026 at 4:45 p.m. and will remain posted continuously for at least three (3) business days 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 27th day of January 2026




ALESSANDRA GARCIA, CPM
ASSISTANT 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,

Name: _____

Title: _____

Proclamation



WHEREAS, cardiovascular disease remains the leading cause of death in the United States, affecting people of all ages, races, and genders, and disproportionately impacting women and minority communities; and

WHEREAS, heart disease and stroke result in tremendous healthcare costs and lost productivity, creating a significant burden on our nation's health and economy; and

WHEREAS, local initiatives like the American Heart Association's movement encourage individuals to take control of their heart health by understanding key numbers (cholesterol, blood pressure, blood sugar, BMI) and risk factors. Along with DHR Health Heart Institute which offers a comprehensive range of diagnostic and interventional procedures to treat heart and vascular conditions; and

WHEREAS, raising awareness through community efforts, like wearing red on National Wear Red Day, helps save lives by promoting early detection and prevention; and

WHEREAS, urging all citizens to recognize this observance by learning about heart health, making positive lifestyle choices, and participating in local awareness activities, including wearing red on Fridays and on observance of National Wear Red Day.

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 February 2026 as:

“American Heart Month”

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Pharr to be affixed on this 2nd day of February 2026.

CITY OF PHARR

Ambrosio Hernandez, Mayor

ATTEST:

Imelda Perez, City Clerk

Proclamation



WHEREAS, the Children’s Advocacy Center of Hidalgo and Starr Counties is a distinguished non-profit organization with centers strategically located in Edinburg, Mission, Roma, and Weslaco. Since its establishment in 2000, the Center has been dedicated to alleviating the emotional trauma experienced by child abuse victims, enhancing community awareness regarding the prevention of child abuse, and supporting the effective prosecution of individuals who harm children; and

WHEREAS, the Children’s Advocacy Center of Hidalgo and Starr Counties is proud to be one of over 1000 Children’s Advocacy Centers across the nation, one of 68 in Texas, and the first child-focused facility and community-based program of its kind in Hidalgo and Starr Counties; and

WHEREAS, in FY2025, the Children’s Advocacy Center of Hidalgo and Starr Counties successfully provided Hope, Healing, and Justice to 1,831 young victims of child abuse, creating a safe, child-friendly environment that encourages and empowers them to share their experiences without fear; and

WHEREAS, the comprehensive services offered by the center encompass immediate crisis intervention, forensic interviews, forensic examinations, family advocacy, mental health support, and community education; and

WHEREAS, in a continued effort to raise awareness and funding for its vital work, the Children's Advocacy Center of Hidalgo and Starr Counties is hosting the 15th Annual Vinos Wine Extravaganza at the McAllen Convention Center on Saturday, March 28, 2026, from 7:00 PM to 11:00 PM. This special event will showcase a delightful array of food, fine wines, and exceptional entertainment featuring Premier Showband Champagne Nights and local favorite Dr. No.

NOW THEREFORE, I, Ambrosio Hernandez, Mayor of the City of Pharr, Texas by the authority vested in me and on behalf of the City Commission, do hereby proclaim March 28, 2026, as

“Children’s Advocacy Center of Hidalgo County Day”

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Pharr to be affixed on this 2nd day of February 2026.

CITY OF PHARR

Ambrosio Hernandez, Mayor

ATTEST:

Imelda Perez, City Clerk



AGENDA MEMORANDUM



BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 4.A.

DATE SUBMITTED: January 23, 2026

MEETING DATE: February 2, 2026

FROM: Jamison Merrick, Finance Director

DEPARTMENT: Finance

DIRECTOR: Jamison Merrick

Agenda Item: Presentation of Delinquent Tax Collection Report for the period of October 01, 2024 through September 30, 2025 presented by Linebarger Goggan Blair & Sampson, LLP (Kelly R Salazar).

Classification: Regular

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

Issue: Linebarger Goggan and Blair are the City's delinquent tax collection attorneys. They will present a report on their collection performance for fiscal year 2024-2025.

Fiscal Consideration: N/A

Staff Recommendation: Presentation Only.

Alternatives: N/A

Exclude Material from Public Packet? No

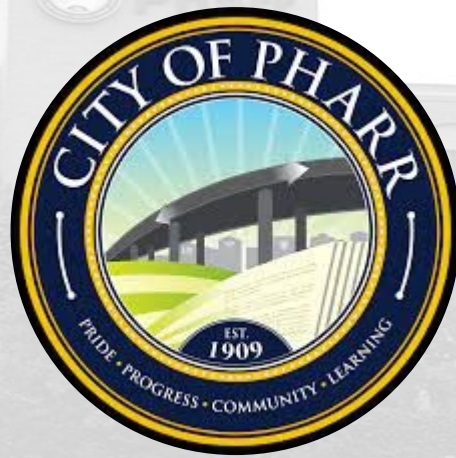
Reason: N/A

ROUTING:

Jamison Merrick
Ricardo Rodriguez
City Management Office

Created/Initiated - 01/23/2026
Approved - 01/26/2026
Final Approval - 01/26/2026

CITY OF PHARR



DELINQUENT TAX COLLECTION REPORT FEBRUARY 02, 2026



LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
ATTORNEYS AT LAW

1512 S. Lone Star Way ★ Edinburg, Texas 78539
Tel: (956) 383-4500 Fax: (956) 383-7820

February 02, 2026

Dr. Ambrosio "Amos" Hernandez, Mayor
Mr. Michael Pacheco, Commissioner
Mr. Roberto "Bobby" Carrillo, Commissioner
Dr. Ramiro Caballero, Commissioner
Mr. Daniel Chavez, Commissioner
Mr. Ricardo Medina, Commissioner
Mrs. Itza Flores, Commissioner
City of Pharr
118 S. Cage Boulevard
Pharr, Texas 78577

RE: Delinquent Tax Collections for the period of October 01, 2024 through September 30, 2025

Dear Mayor Hernandez and City Commission:

The attached report highlights our delinquent ad valorem tax collection program on behalf of the City of Pharr for the period of October 01, 2024 – September 30, 2025 (Fiscal Year). As noted herein, our collection results continue to be successful for the City.

Please know that we truly appreciate the opportunity to represent the City of Pharr on all delinquent ad valorem tax matters. As always, we will continue to provide the most-experienced and dedicated ad valorem attorneys, which deliver the highest quality representation and consistent results. We remain available to address any questions/concerns you may have at your convenience.

Sincerely,



Kelly R. Salazar
Capital Partner

Our delinquent tax collection program for the City of Pharr continues to emphasize two basic premises: to work with individual taxpayers to collect taxes owed to the city and to only use the tool of litigation as a final option. We listen and continually adapt to your changing needs to ensure that we are providing the best possible service and deliver customized collection programs that yield the best possible results. The following information is an overview of our collections efforts during this reporting period.



MAILINGS

Our extensive mailing program is designed to advise people who have not paid their delinquent taxes to the City of Pharr. During the course of the fiscal year, we send delinquent notices, with varying degrees of intensity to every delinquent taxpayer. The intensity of the notice varies on factors such as: time of year, type of property and the particular needs of the jurisdiction.

6 Demand Mailings – 9,580 Statements Mailed



CONTACTS

Our comprehensive collection services provide a wide scope of exceptional assistance to the City of Pharr and its taxpayers. Equipped with multi-skilled representatives, we create and manage flexible payment plans for taxpayers experiencing any financial hardship.




LITIGATION

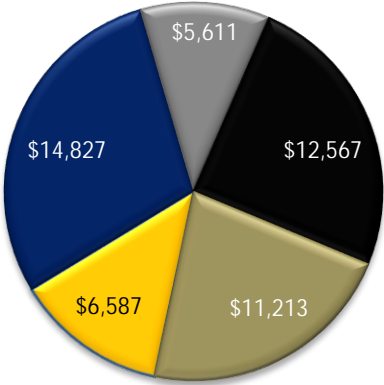
Filing a lawsuit to collect delinquent taxes is used as a final resort; only after diligent efforts to contact and work with taxpayers have been fully exhausted. Once the decision to file suit has been made, a complete property title search is conducted, the property is physically identified and all interested parties, including all lien holders, are also identified and served with notice of the lawsuit.

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	117	\$441,718
• Lawsuits Disposed	88	\$294,373
• Judgments Taken	27	\$53,309
• Pending Litigation	289	\$770,250

TAX SALES/RESALES

Our office regularly monitors all judgments we take on behalf of the City of Pharr. During this reporting period, four (4) tax sales and two (2) resales were conducted, placing a total of fourteen (14) properties for sale.

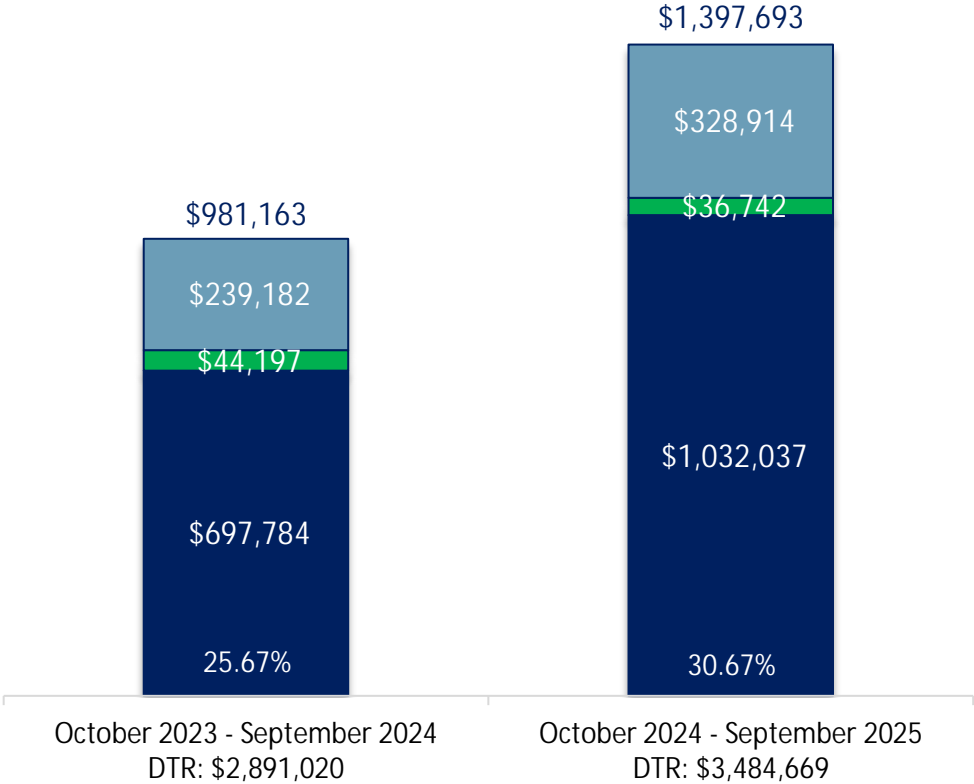
■ Sold (3)
 ■ Paid In Full (4)
 ■ Payment Agreement (4)
 ■ Struck Off (2)
 ■ Resale - Sold (1)



LIENS

Our firm collected \$10,241 in mowing liens as a courtesy for the City of Pharr.

COLLECTIONS



FUTURE OVERVIEW

Our office is committed to making necessary adjustments to our collection procedures and methods to best advocate for the City of Pharr. We will continue to offer firm yet flexible payment options for taxpayers experiencing financial hardship.

Review of Pending Judgments and the Filing of Additional Lawsuits

During the remainder of the fiscal year, we will continue to work pending lawsuits for full payment or payment agreements. We will also continue researching the delinquent tax roll for possible new lawsuits; both real and personal property accounts.

Continued Monitoring of Bankruptcy Accounts

As a continuation of our standard operating practice, we will actively monitor and verify accounts in bankruptcy for the payment of taxes, penalties, and interest owed to the City.

Digital Outreach

Our office has implemented a new outreach initiative to delinquent taxpayers by sending text message reminders in addition to traditional mailed notices. These messages are delivered using a short code (a 5-to-6-digit number regulated by mobile carriers) which enhances legitimacy, security, and reliability while ensuring Linebarger's branding is clearly displayed so residents can easily recognize the sender. Short codes reduce the risk of messages being mistaken for spam, improve delivery rates, and demonstrate compliance with industry standards. A concise summary of the account, a phone number, and direct links to our vetted payment portal—ensuring the process remains simple, transparent, and accessible. When we help people resolve their obligations more easily, we help the district recover vital revenue more efficiently.

Mailing Program

We continue to contact your taxpayers through mail correspondence for the remainder of the fiscal year. In addition to our scheduled mailings, we have implemented a compassionate letter program directed to taxpayers who are otherwise non-responsive to phone calls. These compassionate letters inform the delinquent taxpayer of options available for payment during this difficult period.

Scheduling of Property Sales

As properties are taken to judgment, they will be reviewed and checked for payment. Those judgments with no taxpayer response will be further reviewed and scheduled for possible tax sale.

Execution of the work plan established for the City of Pharr will include the constant monitoring of collection figures in order to adjust resources and enforce the collection of delinquent taxes. Our collection efforts will also include prosecuting pending suits to conclusion, mailing monthly letters, and filing new suits in order to maximize the collection of taxes. We will continue to work closely with you and your administrative staff to provide assistance and advice on all property tax matters, including changes in the law brought about by amendments to the Texas Property Tax Code.



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 4.B.

DATE SUBMITTED: January 21, 2026

MEETING DATE: February 2, 2026

FROM: Jamison Merrick, Finance Director

DEPARTMENT: Finance

DIRECTOR: Jamison Merrick

Agenda Item: Submission of Sales Tax Collection Report for January 2026.

Classification: Regular

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

Issue: SALES TAX HIGHLIGHTS

The City of Pharr shows an INCREASE of 14.34% YTD TRUE GROWTH (based on calendar year) compared to last YTD January 2025 and a 14.34% INCREASE compared to January 2025 payments. For the City's FY 25-26, FYTD collections INCREASED 8.68%.

Fiscal Consideration: Sales Tax Collections are 0.19% ahead of budget.

Staff Recommendation: Presentation Only.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Jamison Merrick

Created/Initiated - 01/21/2026

Ricardo Rodriguez

Approved - 01/21/2026

City Management Office

Final Approval - 01/22/2026



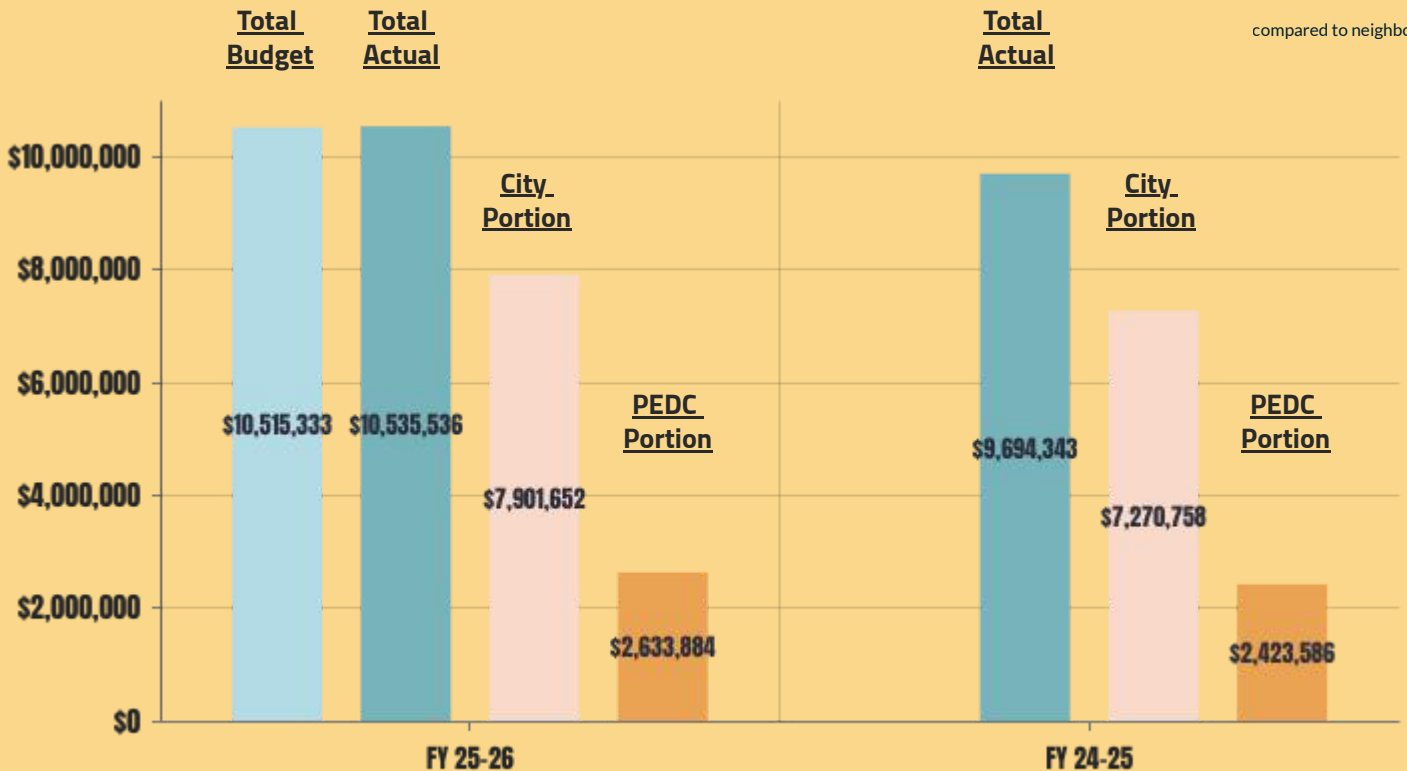
CITY OF PHARR SALES TAXES

as of January 2026
FY 2025-2026

SALES TAXES COLLECTIONS Cash Basis by Fiscal Year

Ranked
No. 5

compared to neighbor Cities



14.34% YTD

Increase in Sales Tax from
Last Year*



14.34%

Compared to January
2025 Cash Basis.



0.19%

Above Budget

*Growth is based on Calendar Year per Texas State Comptroller
Fiscal Year Growth is 8.68%.

CREATED BY

City of Pharr Finance Department





AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 4.C.

DATE SUBMITTED: January 23, 2026

MEETING DATE: February 2, 2026

FROM: Patrizia Longoria, City Engineer

DEPARTMENT: Engineering

DIRECTOR: Patrizia Longoria

Agenda Item: Recognizing Jose Antonio "Tony" Padron, Sr. Construction Inspector for the Engineering Department, on his retirement.

Classification: Regular

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

Issue: In July 2014, Mr. Padron joined the City of Pharr Engineering Department, bringing with him a level of expertise that would become the foundation for over 11 years of progress. As a Senior Construction Inspector, he didn't just monitor jobsites; he meticulously shaped the very infrastructure that residents of Pharr rely on every day.

His legacy is built in more than just concrete, asphalt and steel; it is found in the wise counsel he provided to those around him. Mr. Padron acted as a bridge between theory and practice, patiently mentoring less experienced inspectors and helping young engineers translate complex blueprints into tangible reality. His strong work ethic served as the department's moral compass, ensuring that every project met the highest standards of safety and excellence. The streets and structures of Pharr stand as a permanent tribute to his dedication. He leaves the city better than he found it, having shared a lifetime of "plans reading" wisdom with a new generation of professionals who will carry his lessons forward.

Fiscal Consideration: n/a

Staff Recommendation: Staff recommends recognition of Mr. Padron.

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Patrizia Longoria

Created/Initiated - 01/23/2026

Patrizia Longoria

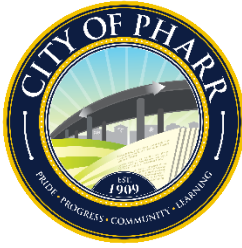
Approved - 01/23/2026

Ricardo Rodriguez

Approved - 01/26/2026

City Management Office

Final Approval - 01/26/2026



AGENDA MEMORANDUM



BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 4.D.

DATE SUBMITTED: January 26, 2026

MEETING DATE: February 2, 2026

FROM: Abel Molina, Special Events
Director

DEPARTMENT: Special Events

DIRECTOR: Abel Molina

Agenda Item: Healthier Texas Community Challenge Pledge

Classification: Regular

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

Issue: The Healthier Texas Challenge is a free, eight-week statewide initiative designed to encourage healthier lifestyles through community engagement and wellness activities. The 2026 challenge will take place from February 2 through March 29. City participation supports ongoing efforts to promote public health, physical activity, and overall resident well-being.

Fiscal Consideration: N/A

Staff Recommendation: Approval and acceptance of the pledge to officially kick off the City's participation in the **2026 Healthier Texas Challenge**.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Abel Molina
City Management Office

Created/Initiated - 01/26/2026
Final Approval - 01/27/2026



COMMUNITY LEADER PLEDGE

As a trusted leader within your organization and broader community, we count on you to inspire, motivate, and empower others to prioritize their health and well-being. Your influence has the power to bring people together, spark positive change, and create a lasting impact on community health.

By signing this pledge, you are committing to:

- Actively Promote Community Challenge registration and encourage participation within your sphere of influence, ensuring that everyone has an opportunity to join.
- Recruit like-minded local organizations and leaders to join the movement, amplifying our collective efforts to build healthier, more connected communities.
- Organize inclusive health-related group activities that foster social support, community engagement, and accessible opportunities for all.
- Promote the Community Challenge across your organization's social media and informal communication channels, helping to spread the word and inspire others to get involved.
- Celebrate progress and milestones with your community, recognizing the collective achievements that move us toward better health.

*I recognize that a healthy community is united, resilient, and prosperous.
I am dedicated to a Healthier Texas by fostering the well-being of my community and contributing to its lasting health for generations to come.*



This institution is an equal opportunity provider. This material was funded by USDA's Supplemental Nutrition Assistance Program-SNAP. The SNAP logo is a service mark of the U.S. Department of Agriculture. USDA does not endorse any goods, services, or enterprises.





AGENDA MEMORANDUM



BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 4.E.

DATE SUBMITTED: January 26, 2026

MEETING DATE: February 2, 2026

FROM: Alessandra Garcia, Assistant City Clerk

DEPARTMENT: Administration

DIRECTOR:

Agenda Item: City Events of Interest

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:

Alessandra Garcia

Created/Initiated - 01/26/2026



AGENDA MEMORANDUM



BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 5.A.

DATE SUBMITTED: January 27, 2026

MEETING DATE: February 2, 2026

FROM: Alessandra Garcia, Assistant City Clerk

DEPARTMENT: Administration

DIRECTOR: Imelda Perez

Agenda Item: Approval of Minutes for January 20, 2026 - Regular Called Meeting. **This item supports SG - Sound Governance and Fiscal Sustainability.**

Classification: Regular

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

Issue: Approval of Minutes for January 20, 2026 - Regular Called Meeting.

Fiscal Consideration: N / A

Staff Recommendation: Staff recommends approval on minutes as presented.

Alternatives: N / A

Exclude Material from Public Packet? No

Reason: N / A

ROUTING:

Alessandra Garcia
City Management Office

Created/Initiated - 01/27/2026
Final Approval - 01/27/2026

**MINUTES
BOARD OF COMMISSIONERS
REGULAR CALLED MEETING
TUESDAY, JANUARY 20, 2026
118 SOUTH CAGE 2nd FLOOR**

The Board of Commissioners of the City of Pharr, Texas, met in a Regular Called Meeting on Monday, January 20, 2026, and following is the record of attendance.

BOARD OF COMMISSIONERS PRESENT: Mayor Ambrosio Hernandez
Comm. Michael Pacheco
Comm. Roberto Carrillo
Comm. Ramiro Caballero
Comm. Daniel Chavez
Comm. Ricardo Medina
Comm. Itza Flores

BOARD OF COMMISSIONERS ABSENT: None

STAFF PRESENT:

Jonathan Flores, City Manager
Cynthia Garza, Deputy City Manager
Melanie Cano, Assistant City Manager
Alessandra Garcia, Assistant City Clerk
Patrizia Longoria, City Engineer
Jamison Merrick, Finance Director
Veronica Ramirez, HR Director
Juan Villescascas, Municipal Court Judge
Juan Gonzalez, Chief of Police
Pilar Rodriguez, Fire Chief
Roy Rodriguez, Code Comp. Director
Joe Garza, Dev. Svcs. Assistant Director
Luis Marin, Public Works Director
Keyla Jalife, Interim O.S.E. Director
Ruben Rosales, Public Utilities Director
Sergio Alanis, Parks & Rec. Director
Adolfo Garcia, Library Director
Jose Pena, I.T. Director
Luis Bazan, Bridge Director
Maricela Moreno, Purchasing Manager
Danny Ramirez, EMS Chief
CJ Sanchez, Pharr Chamber President
Yuri Gonzalez, Chief Communications Officer
Elizabeth Diaz, Public Health Director
Will Borowski, Golf Director
Abel Molina, Interim Special Events Director
Napoleon Coca, Interim Grants Mgmt. Director
Isaac Escobedo, Interim Maintenance Dir.
Victoria Brewster, Dir. of External Relations
Kenneth Walsh, Food Service Director

CITY ATTORNEY:

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

Comm. Daniel Chavez was not present at the time of roll call but arrived at 4:01 p.m.

B) PLEDGE OF ALLEGIANCE/INVOCATION

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

Comm. Daniel Chavez entered the meeting at this point of the agenda. The time being 4:01 p.m.

ITEM 2. PUBLIC TESTIMONY

There were no comments from the public.

ITEM 3. PUBLIC HEARINGS

A) PUBLIC HEARING ON DEVELOPMENT SERVICES CASES

There were no comments from the public.

ITEM 4. CITY MANAGER'S REPORTS

A) SUBMISSION OF SALES TAX COLLECTION REPORT FOR DECEMBER 2025

Jonathan Flores, City Manager, introduced the item. He briefly reported the City of Pharr showed an increase of 4.28% year to date true growth for the month of December.

Jonathan Flores, City Manager, further stated Jamison Merrick, Finance Director, was in the audience and questions could be entertained at this time.

B) RECOGNITION OF PUBLIC WORKS DEPARTMENT EMPLOYEE BILLY BOWDEN ON PASSING HIS NATIONAL REGISTRY EMERGENCY MEDICAL TECHNICIAN CERTIFICATION.

Jonathan Flores, City Manager, introduced the item and called upon Luis Marin, Public Works Director.

Danny Ramirez, EMS Chief and Luis Marin, Public Works Director, presented an overview of a professional development initiative under the City's strategic plan, highlighting the selection and successful completion of EMT training by Public Works employee Billy Bowden. Mr. Bowden was recognized for graduating from EMT school and passing the National Registry, as well as for his continued service and value to the City.

Billy Bowden expressed appreciation to the Commission for supporting professional growth opportunities. He stated the training was a significant step toward achieving his career goal of becoming a firefighter.

C) CITY EVENTS OF INTEREST

Jonathan Flores, City Manager, called upon Yuri Gonzalez, Chief Communications Officer, for a report on upcoming city events.

Yuri Gonzalez, Chief Communications Officer, presented video recaps highlighting the Baylor Business Students and Texas Comptroller visiting the Pharr International Bridge, the EMS Trauma Gel, and the Public Health Department.

Yuri Gonzalez, Chief Communications Officer, also announced the city would host the 117th City of Pharr Birthday Celebration on Thursday, January 22, 2026, from 6:00 p.m. to 9:00 p.m. in downtown park. She stated the event would feature music, trivia, and games, and extended an invitation to the public to attend the free community celebration.

ITEM 5. CONSENT AGENDA

- A) APPROVAL OF MINUTES FOR DECEMBER 26, 2025 - SPECIAL CALLED MEETING; AND JANUARY 5, 2026 - REGULAR CALLED MEETING.**
- B) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE GENERAL VICTIM ASSISTANCE GRANT PROGRAM FY 2027. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY.**
- C) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE FOR BODY-WORN CAMERA GRANT PROGRAM FY2027. THIS ITEM SUPPORTS SSC - SAFE AND SECURE COMMUNITY.**
- D) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR – PUBLIC SAFETY OFFICE FOR OPERATION LONE STAR (OLS)**

GRANT PROGRAM (FY2027) FOR OVERTIME FUNDING TO SUPPORT BORDER SECURITY OPERATIONS AND DESIGNATING AUTHORIZED REPRESENTATIVES FOR GRANT ADMINISTRATION. THIS ITEM SUPPORTS PS – PUBLIC SAFETY

E) CONSIDERATION AND ACTION, IF ANY, ON DEVELOPMENT SERVICES CASES:

1. OCTAVIO CANTU, OWNER, REPRESENTING AUTO DIAGNOSTIC CENTER, LLC., REQUESTED A CHANGE OF ZONE FROM SINGLE-FAMILY RESIDENTIAL DISTRICT (R-1) TO TOWNHOUSE RESIDENTIAL DISTRICT (R-TH). THE PROPERTY IS LEGALLY DESCRIBED AS BEING A 3.79-ACRE TRACT OF LAND, MORE OR LESS, OUT OF LOT 207, KELLY-PHARR SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS PHYSICALLY LOCATED WITHIN THE 900 BLOCK OF EAST RIDGE ROAD. COZ#251222 - THIS ITEM SUPPORTS EV - ECONOMIC VITALITY.

Jonathan Flores, City Manager, introduced consent agenda and recommended approval.

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

Resolution No.'s R-2026-03, R-2026-04, and R-2026-05 are filed with the City Clerk's Office.

REGULAR AGENDA - OPEN SESSION

ITEM 6. ORDINANCES AND RESOLUTIONS

- A) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION DECLARING SURPLUS ITEMS AND EQUIPMENT AND AUTHORIZING THE SALE OF SUCH ITEMS. THIS ITEM SUPPORTS QL - QUALITY OF LIFE.**

Jonathan Flores, City Manager, introduced the item and recommended approval.

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

Resolution No. R-2026-06 is filed with the City Clerk's Office.

- B) CONSIDERATION AND ACTION, IF ANY, ON RESOLUTION APPOINTING/REAPPOINTING TWO (2) MEMBERS TO THE BOARD OF ADJUSTMENT. THIS ITEM SUPPORTS SG - SOUND GOVERNANCE AND FISCAL SUSTAINABILITY.**

Jonathan Flores, City Manager, introduced the item and recommended approval.

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

Resolution No. R-2026-07 is filed with the City Clerk's Office.

ITEM 7. CONTRACTS/AGREEMENTS

- A) CONSIDERATION AND ACTION, IF ANY, ON CHANGE ORDER NO. 2 FOR THE ADDITIONAL 87 DAYS AND RELEASE OF RETAINAGE IN THE AMOUNT OF \$16,250.47 FOR THE SUGAR ROAD AND MINNESOTA ROAD TRAFFIC SIGNAL INSTALLATION PROJECT; ACCEPTANCE OF THE PROJECT AS COMPLETE; AND AUTHORIZATION FOR STAFF TO CLOSE OUT THE PROJECT. THIS ITEM SUPPORTS IF - INFRASTRUCTURE.**

Jonathan Flores, City Manager, introduced the item and recommended approval.

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

- B) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO NEGOTIATE AND ENTER INTO A SERVICE CONTRACT WITH HALFF ASSOCIATES FOR PROFESSIONAL ENGINEERING SERVICES FOR A UTILITY ADJUSTMENT PROJECT ALONG ELDORA ROAD. THIS ITEM SUPPORTS IF - INFRASTRUCTURE.**

Jonathan Flores, City Manager, introduced the item and recommended approval.

Mayor Hernandez briefly discussed the project's responsibility and funding under an existing agreement. He noted coordination with the county and the MPO and confirmed construction was anticipated to begin in late spring or early summer of this year.

There being no further comments, Comm. Carrillo **moved** to approve as recommended. Comm. Chavez seconded the motion and when put to a vote, it carried unanimously.

- C) CONSIDERATION AND ACTION, IF ANY, AUTHORIZING CITY MANAGER TO NEGOTIATE AND ENTER INTO A SERVICE CONTRACT WITH NV5 CONSULTANTS FROM AUSTIN, TEXAS FOR COMMISSIONING AGENT (CXP) SERVICES FOR THE PHARR MULTI-USE FACILITY. THIS ITEM SUPPORTS SE - SERVICE EXCELLENCE.**

Jonathan Flores, City Manager, introduced the item and recommended approval.

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

D) CONSIDERATION AND ACTION, IF ANY, AWARDING SERVICE CONTRACT TO SAENZ BROTHERS CONSTRUCTION FOR EXPRESSWAY FRONTAGE SEWER LINE REPAIR (TIPS CONTRACT NO. 241001). THIS ITEM SUPPORTS IF - INFRASTRUCTURE.

Jonathan Flores, City Manager, introduced the item and recommended approval.

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

E) CONSIDERATION AND ACTION, IF ANY, ON INTERLOCAL AGREEMENT BETWEEN THE CITY OF PHARR AND THE CITY OF HIDALGO FOR MAINTENANCE AND PUBLIC INFRASTRUCTURE IMPROVEMENTS. THIS ITEM SUPPORTS IF - INFRASTRUCTURE. (PURCHASING)

Jonathan Flores, City Manager, introduced the item and recommended approval.

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

ITEM 8. CLOSED SESSION

The time being 4:25 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 9. RECONVENE

The time being 4:45 p.m. Mayor Hernandez stated the commission would be resuming the open meeting.

ITEM 10. ADJOURNMENT

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 4:46 p.m.

AMBROSIO HERNANDEZ
MAYOR

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

ON THIS THE 20th DAY OF JANUARY 2026 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 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, **ALESSANDRA GARCIA, ASSISTANT CITY CLERK**, of the City of Pharr, Texas, certify that this is a true and correct copy of the minutes.

ATTEST:

ALESSANDRA GARCIA
ASSISTANT CITY CLERK

APPROVED:



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 5.B.

DATE SUBMITTED: January 12, 2026

MEETING DATE: February 2, 2026

FROM: Daniela Villarreal, Buyer II

DEPARTMENT: Purchasing

DIRECTOR: Maritza Magallan

Agenda Item: Consideration and action, if any, on renewal of Service Contract with Jordan Johnson, Inc. for Professional Consulting Services on Performance Excellence and Financial Sustainability. **This item supports SE - Service Excellence.**

Classification: Regular

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

Issue: Service Contract Renewal for Professional Consulting Services on Performance Excellence and Financial Sustainability. Services may include, but are not limited to, consultation support for application writing, results analysis, and site visit preparation, as well as project management and staff certifications, as needed.

Continuation of services is subject to City Manager approval and may be unilaterally extended based on satisfactory performance and firm pricing. Project No. 2425-01-523-S09-01

Fiscal Consideration: N/A

Staff Recommendation: Staff recommends approval of the renewal of the contract.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Daniela Villarreal

Created/Initiated - 01/12/2026

Maritza Magallan

Approved - 01/20/2026

Keyla Jalife

Approved - 01/20/2026

Hilda Pedraza

Approved - 01/27/2026

Ricardo Rodriguez

Approved - 01/27/2026

Jamison Merrick

Approved - 01/27/2026

City Management Office

New -

PE Plan for City of Pharr

Activity	2026 Timing	JJI resource	JJI Resource
Cat 7 workshop	Jan – Feb	Jan/Tammy	2 days
Baldrige application writing and preparation (all process and results items, creation of all graphics – results and process models)	Jan – May 31	Jan/Tammy/ Travis	25 days
Baldrige site visit preparation	June - September	Jan/Tammy/ Travis	18 days
Baldrige site visit	September/October	Jan/Tammy/ Travis	5 days (on-site and virtual)
Total Days for just Baldrige Application	January – end of September	Jan/Tammy/ Travis/Stephanie	50 days

PROJECT MANAGEMENT MILESTONES						Key Milestones Highlighted in Yellow
Task #	Task Description	Owner	Target Start	Target Finish	Actual Finish	Comments / Assigned To
1.0	Planning, Storyboarding, Intent to Apply					
1.1	Planning Meeting with Jan Johnson	Keyla and Alec	11/14/2025	11/17/2025		
1.2	Develop Storyboards as needed for refined award criteria	Keyla and Alec	TBD	TBD		Following release of refined national award criteria
1.3	Category 7 Workshop	Tammy / Jan	01/20/2026	2/15/2026		Keyla and Team
1.4	Develop Intent to apply	Keyla	TBD	TBD		
1.5	Review and edit intent to apply	Jan	TBD	TBD		Submission date will probably be moved out 1 month
1.6	Submit intent to apply form	Keyla	TBD	TBD		
2.0	Category 7 Preparation					
2.1	Determine results data to consider for application	Keyla and Alec	TBD	TBD		
2.2	Identify owners to help gather data	Keyla/Melanie	TBD	TBD		
2.3	Gather data	Alec	12/24/2025	2/15/2026		
2.4	Determine benchmark data	Alec	12/24/2025	1/15/2026		
2.5	Gather benchmark data	Keyla / Measure Owners	1/15/2026	2/20/2026		
2.6	Update cat 7 with most current information	Keyla/Alec	2/20/2026	3/1/2026		
2.6	Create graphs	Stephanie	3/1/2026	3/22/2026		
2.7	Provide Cat. 7 commentary	Tammy/Travis	3/22/2026	4/10/2026		
2.8	Edit Cat 7 commentary	Keyla/Melanie	4/10/2026	4/24/2026		
2.9	Complete Cat 7 commentary	Tammy/Travis	4/24/2026	5/1/2026		

2.10	Review final cat 7 draft and make final edits	Keyla / Alec	5/1/2026	5/8/2026		
2.11	Finalize Cat 7	Tammy/Stephanie	5/8/2026	5/15/2026		
3.0	Key Deliverables - Application					
3.1	Update all context / Org. Des. Questions	Jan	2/15/2026	3/1/2026		
3.2	Keyla review context questions	Keyla	3/1/2026	3/15/2026		
3.3	1st draft of Process Items	Jan	2/15/2026	3/15/2026		
3.4	Review of all draft 1 process questions	Keyla and Alec	3/15/2026	4/7/2026		
3.5	Send to Jan for refinement	Keyla and Alec	4/7/2026	4/7/2026		
3.6	Develop draft 2 based on feedback from Keyla/Alec	Jan	4/7/2026	4/15/2026		
3.7	Edit draft based on Jan and Tammy feedback	Keyla and Alec	4/15/2026	4/22/2026		
3.8	Refine final draft based on feedback	Jan/Tammy	4/22/2026	4/29/2026		
3.9	Review final draft and finalize all	Keyla	4/29/2026	5/5/2026		
3.10	Create glossary	Stephanie/Keyla	4/29/2026	5/5/2026		
3.11	Submit to executives for final review and edits	Keyla / JJI	5/5/2026	5/15/2026		
3.12	Finalize application based on any limited edits	Stephanie/Keyla	5/15/2026	5/22/2026		
3.13	Update Org Chart from intent to apply	Keyla	5/22/2026	5/22/2026		
3.14	Upload applications to Baldrige	Keyla/Jan	5/30/2026	6/1/2026		
3.15	Create internal version for Leadership team with questions included	Jan / Stephanie	6/1/2026	6/15/2026		
4.0	Workforce Communication Plan	Owner	Target Start	Target Finish	Actual Finish	Comments / Assigned To
4.1	Communicate changes to National Award Process to Senior Leaders including schedule & criteria changes	Melanie	TBD	TBD		Jan and Tammy will keep Keyla and Melanie informed as to changes

						in award process and criteria.
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4.2	Develop a detailed workforce communication plan	Keyla	4/1/2026	5/1/2026		This will include information about process and criteria changes, site visit preparation, updates during site visit and outcome of the award process.
4.3	Execute the workforce communication plan	Keyla / Core Team	5/1/2026	11/30/2026		
4.4	Start communicating the site visit process, to include what to expect, potential questions, no right/wrong answer, etc. May incorporate into standard communication vehicles, but different approach/messaging.	Keyla / Jan / cat leads	7/1/2026	10/1/2026		
4.5	Update all meeting room visuals to align with the Baldrige application	Keyla	9/1/2026	9/15/2026		
4.6	Work with all locations to ensure boards, visuals updated and aligned with the Baldrige application	Keyla	9/1/2026	9/15/2026		
5.0	LT Knowledge Sharing and Prep	Owner	Target Start	Target Finish	Actual Finish	Comments / Assigned To
5.1	Conduct Organizational Profile Education Meeting	Keyla / Jan	6/1/2026	9/15/2026		
5.2	Conduct Category 1 Education Meeting	Keyla / Jan	6/1/2026	9/15/2026		
5.3	Conduct Category 2 Education Meeting	Keyla / Jan	6/1/2026	9/15/2026		
5.4	Conduct Category 3 Education Meeting	Keyla / Jan	6/1/2026	9/15/2026		
5.5	Conduct Category 4 Education Meeting	Keyla / Jan	6/1/2026	9/15/2026		
5.6	Conduct Category 5 Education Meeting	Keyla / Jan	6/1/2026	9/15/2026		

5.7	Conduct Category 6 Education Meeting	Keyla / Jan	6/1/2026	9/15/2026		
5.8	Determine schedule of Site Visit Overview session and mock sessions	Keyla	9/1/2026	9/25/2026		
5.9	Execute the overview and mock category (dimension) session/focus group sessions	Keyla / Jan / Tammy/ Travis	7/15/2026	9/25/2026		
5.10	Define actions needed to close any gaps identified during mock sessions	Keyla / Jan	7/22/2026	8/30/2026		
6.0	Site Notification and Preparation	Owner	Target Start	Target Finish	Actual Finish	Comments / Assigned To
6.1	Site visit notification and contact from examiner team leader	Keyla				This will probably be a given in the new process.
6.2	Start planning with team leader and communicate with City Executives and SMEs	Keyla	8/30/2026	9/25/2026		Provide weekly updates to senior leaders following each call with team leader
6.3	Update Category 7 with all year-to-date information and any refined benchmarks. Develop all new graphics.	Keyla / Jan / Stephanie	8/20/2026	9/15/2026		
6.4	From request for information/documentation from Examiners, determine owners of each item. Communicate to all owners.	Keyla	9/1/2026	9/8/2026		
6.5	Collect all items requested by Examiners	Keyla / Core Team	9/8/2026	9/15/2026		
6.6	Organize and collate data requested (hard copies if requested)	Keyla	9/15/2026	9/22/2026		Last year - no documentation was requested prior to site visit. I expect this to change with new award process.
6.7	Drop off documents at examiner hotel	Keyla	9/24/2026	9/25/2026		Same comment as above
6.8	Work with Jonathan on in-brief	Keyla / Jan	8/30/2026	9/22/2026		
6.9	Plan and execute practice sessions for in-brief	Keyla / Jan	9/21/2026	9/25/2026		Do first practice with just JJI and Keyla. Do "dress

						rehearsal with executive team.
7.0	Site Visit Logistics Plan	Owner	Target Start	Target Finish	Actual Finish	Comments / Assigned To
7.1	Determine Subject Matter Experts (SMEs) for site visit	Keyla	7/1/2026	7/8/2026		
7.2	Arrange meeting rooms (or a spot) at all sites selected for examiner interviews. Notify leaders of sites to be visited. Arrange for an examiner space and for a "control room" for debriefing following each meeting at main office.	Keyla	9/7/2026	9/25/2026		Notify sites as soon as team leader determines where they will visit.
7.3	Arrange for examiner hotel and external meeting room	Keyla	9/7/2026	9/15/2026		You will work with an ASQ contact to provide for housing and to meet requirements for a meeting space. Last year only 2 examiners came on site, but I think this may change with refined process.
7.4	Provide supplies for Examiners at the Hotel and in the examiner room.	Keyla	9/21/2026	9/26/2026		ASQ will provide you a list of supplies required.
7.5	Inform / train the hotel staff about site visit and examiner expectations	Keyla / Jan	9/21/2026	9/25/2026		This is optional but highly recommended.
7.6	Coordinate all ground transportation (if necessary)	Keyla	9/15/2026	9/25/2026		Examiners will appreciate you picking them up at the hotel and driving them to your site(s).
7.6	Select drivers and define Pick up strategy for examiners. Train drivers.	Keyla / Jan	9/15/2026	9/25/2026		
7.8	Arrange Opening/Closing meeting locations. Order food for opening meeting.	Keyla				
7.9	Determine final SMEs for each Category based on mock sessions	Keyla / Jan	9/1/2026	9/11/2026		
7.10	Provide SMEs a final overview of site visit schedule and why they were selected as an expert	Keyla / Jan	9/11/2026	9/18/2026		

	to be engaged in final examiner site visit sessions					
7.11	Obtain and set up examiner rooms and equipment at City of Pharr	Keyla	9/21/2026	9/25/2026		
7.12	Obtain badges for Examiners	Keyla	9/21/2026	9/25/2026		
7.13	Schedule meetings as requested	Keyla	9/1/2026	9/18/2026		
7.14	Develop and distribute LT opening interview seating chart	Keyla	9/24/2026	9/25/2026		
7.15	Develop City of Pharr calendar of events for each site during site visit week and share with team leader	Keyla	9/1/2026	9/15/2026		This may help the examiner decide what they want to see on site.
7.16	Create table tents for all meetings	Keyla / Stephanie	9/22/2026	9/25/2026		
7.17	Set up for Opening Meeting	Keyla	9/25/2026			This date may change based on schedule for on-site interviews.
7.18	Order food for examiner room	Keyla	9/21/2026	9/23/2026		Obtain any dietary restrictions / preferences for examiners from team lead.
7.19	Create opening meeting flow and materials. Upload presentation for Jonathan and for team lead	Keyla / Jan	9/25/2026			
7.20	Identify and invite Board and workforce members to be present for opening meeting	Keyla	9/11/2026	9/18/2026		
9.0	City of Pharr Control Room	Owner	Target Start	Target Finish	Actual Finish	Comments / Assigned To
9.1	Arrange for computer and phone access	Keyla	9/11/2026	9/25/2026		
9.3	Determine process for debrief interviewees to communicate what questions were asked and documents reviewed; any/all insights	Keyla / Jan	9/14/2026	9/18/2026		
9.4	Communicate "Baldrige Hotline" number or access for emergencies	Keyla	9/18/2026	9/25/2026		

9.5	Order supplies for the room i.e. flip chart paper, flip chart stands, markers, masking tape, memo pads, etc.	Keyla	9/18/2026	9/25/2026		
9.6	Determine staffing of control room -- build a staffing schedule	Keyla	9/18/2026	9/25/2026		
9.7	Develop and communicate daily caucus schedule and who would be involved (LT)	Keyla	9/18/2026	9/25/2026		
9.8	Determine process to notify upcoming site visit locations about what was asked/learned in earlier interviews	Keyla / Jan	9/18/2026	9/25/2026		
9.9	Determine process to communicate overall information from daily caucus	Keyla / Jan	9/11/2026	9/18/2026		
9.10	Develop document tracking process for ad-hoc requests of data/info during Site Visit	Keyla / Jan	9/18/2026	9/25/2026		
10.0	City of Pharr Guides for Examiners	Owner	Target Start	Target Finish		
10.1	Identify guides	Keyla	9/1/2026	9/4/2026		
10.2	Develop an guides schedule	Keyla	9/14/2026	9/18/2026		
10.3	Develop and present guide training and materials	Jan	9/21/2026	9/25/2026		
11.0	Team Closeout	Owner	Target Start	Target Finish	Actual Finish	Comments / Assigned To
11.1	Conduct Lessons learned about process	Keyla / Jan	10/5/2026	10/19/2026		
11.2	Complete identification of strengths/ OFIs based on Site Visit	Keyla / Jan	10/5/2026	10/19/2026		
11.3	Celebrate and recognize	Keyla / Key supporters	10/5/2026	11/30/2026		Plan a small celebration of the site visit and a BIG one if you win.
11.4	Develop win / no win statement	Keyla / Jan	10/5/2026	11/6/2026		
11.5	Communicate outcome to workforce and other key stakeholders	Jonathan	TBD	TBD		
11.6	Schedule review of feedback report	Keyla	11/30/2026	TBD		

11.7	Analyze feedback and develop action plan to close gaps	Keyla / Jan / Senior Leadership Team	TBD	TBD		
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DRAFT



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 5.C.

DATE SUBMITTED: January 21, 2026

MEETING DATE: February 2, 2026

FROM: Maritza Magallan, Director

DEPARTMENT: Purchasing

DIRECTOR: Maritza Magallan

Agenda Item: Consideration and action, if any, authorizing the City Manager to advertise to Request for Proposals (RFP) for planting and landscape installation services for the Schoolyard Forestry Project. **This item supports QL - Quality of Life.**

Classification: Regular

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

Issue: The Public Health Department has completed the designs and site plans for Schoolyard Forestry projects at participating school campuses. The requested procurement is for installation services only, including tree planting, landscaping, and associated site work. Staff recommends an RFP process to allow evaluation of proposer's experience, staffing capacity, installation methodology, schedule, warranty, and cost.

All eligible project costs will be reimbursed through grant funding administered by Texas A&M. No General Fund impact is anticipated. Project No. 2526-32-532-S25-162

Fiscal Consideration: N/A

Staff Recommendation: Staff recommends approval to advertise

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Maritza Magallan	Created/Initiated - 01/21/2026
Maritza Magallan	Approved - 01/21/2026
Elizabeth Diaz	Approved - 01/21/2026
Hilda Pedraza	Approved - 01/22/2026
Ricardo Rodriguez	Approved - 01/22/2026
Jamison Merrick	Approved - 01/23/2026
City Management Office	Final Approval - 01/26/2026



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 5.D.

DATE SUBMITTED: January 21, 2026

MEETING DATE: February 2, 2026

FROM: Daniela Villarreal, Buyer II

DEPARTMENT: Purchasing

DIRECTOR: Maritza Magallan

Agenda Item: Consideration and action, if any, authorizing City Manager to advertise for sealed bids for the renovations of the City of Pharr Tierra Del Sol Golf Course.
This item supports IF - Infrastructure.

Classification: Consent

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

Issue: The City of Pharr is seeking qualified firms to provide building renovation services. The project may include, but is not limited to, interior and exterior improvements, structural repairs, finishes, and related building systems. The purpose of these renovations is to improve functionality, safety, code compliance, energy efficiency, and the overall condition of City facilities.

Project No. 2526-70-510-C02-789

Fiscal Consideration: N/A

Staff Recommendation: Staff recommends approval of authorizing City Manager to advertise for the renovation of the golf course

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Daniela Villarreal

Created/Initiated - 01/21/2026

Maritza Magallan

Approved - 01/23/2026

Melanie Cano

Approved - 01/23/2026

Ricardo Rodriguez

Approved - 01/26/2026

Jamison Merrick

Approved - 01/26/2026

City Management Office

Final Approval - 01/26/2026



AGENDA MEMORANDUM



BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 5.E.

DATE SUBMITTED: January 23, 2026

MEETING DATE: February 2, 2026

FROM: Alessandra Garcia, Assistant 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:

Alessandra Garcia

Created/Initiated - 01/23/2026



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 5.E.1.

DATE SUBMITTED: January 23, 2026

MEETING DATE: February 2, 2026

FROM: Nancy Hernandez, Secretary

DEPARTMENT: Development Services

DIRECTOR: Roland Gomez

Agenda Item: Salinas Engineering, representing Jacinto Cano and Alice R. Cano, Owners, is requesting final plat approval of the proposed Jacinto Cano Subdivision. The property is legally described as being a 1.72 acre tract of land, more or less, out of and forming a part of Lot 274, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 3100 Block of South Gardenia St. SUB# 240513 **This item supports EV - Economic Vitality.**

Classification: Consent

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

Issue: Salinas Engineering, representing Jacinto Cano and Alice R. Cano, Owners, are requesting final plat approval of the proposed Jacinto Cano Subdivision.

Fiscal Consideration: N/A

Staff Recommendation: At the Planning and Zoning Commission meeting of January 22, 2026, the Board voted unanimously to recommend approval of the final plat of Jacinto Cano Subdivision. There were 6 members present and voting.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Nancy Hernandez
Joe Garza
Roland Gomez
Melanie Cano

Created/Initiated - 01/23/2026
Approved - 01/23/2026
Approved - 01/23/2026
Final Approval - 01/23/2026



MEMORANDUM

DATE: MONDAY, FEBRUARY 02, 2026

TO: MAYOR AND CITY COMMISSION

FROM: ROLAND GOMEZ, DIRECTOR OF DEVELOPMENT SERVICES

THROUGH: JONATHAN B. FLORES, CITY MANAGER

SUBJECT: JACINTO CANO SUBDIVISION
FILE NO. **SUB#240513**

GENERAL INFORMATION:

APPLICANT: Salinas Engineering, representing Jacinto Cano and Alice R. Cano, Owners, are requesting final plat approval of the proposed Jacinto Cano Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a 1.72 acre tract of land, more or less, out of and forming a part of Lot 274, Kelly Pharr Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 3100 Block of South Gardenia St.

ZONING: The property is currently zoned Residential 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 single family residential and commercial use in the Land Use Plan.

PROPERTY PROPOSED USE: Single family homes.

VARIANCES: None requested.

RECOMMENDATIONS: Development Services recommends final plat approval of the proposed Jacinto Cano 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.

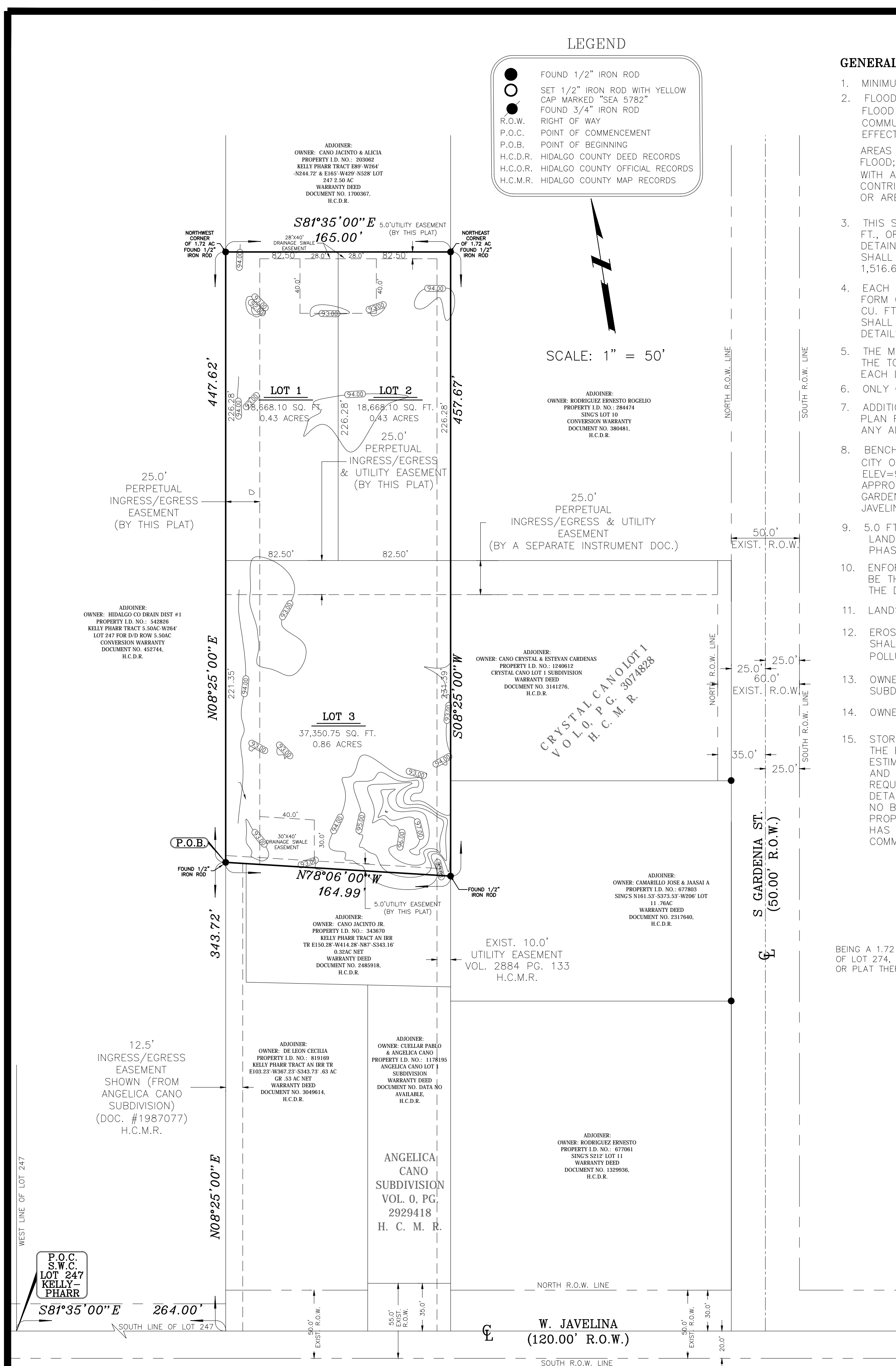
SEWER: 1. In compliance.

DRAINAGE: 1. In compliance.

OTHER: 1. In compliance.

PLANNING AND ZONING COMMISSION:

The Planning and Zoning Commission voted unanimously to approve final plat of the proposed Jacinto Cano Subdivision at their meeting on Thursday January 22, 2026.



PRINCIPAL CONTACTS

NAME	ADDRESS	CITY & ZIP	PHONE	FAX
OWNER: JACINTO CANO	2830 S. GARDENIA ST. APT. F	PHARR, TEXAS 78577	(956) 250-7565	NONE
OWNER: ALICE R. CANO	2830 S. GARDENIA ST. APT. F	PHARR, TEXAS 78577	(956) 250-7565	NONE
ENGINEER: DAVID O. SALINAS	2221 DAFFODIL AVE.	McALLEN, TEXAS 78501	(956) 682-9081	(956) 686-1489
SURVEYOR: DAVID O. SALINAS	2221 DAFFODIL AVE.	McALLEN, TEXAS 78501	(956) 682-9081	(956) 686-1489

GENERAL PLAT NOTES:

- MINIMUM BUILDING SETBACKS AS PER CITY OF PHARR ORDINANCE.
- FLOOD ZONE STATEMENT:
FLOOD ZONE DESIGNATION: ZONE "B"
COMMUNITY PANEL NO. 480334 0425 C
EFFECTIVE NOVEMBER 16, 1982.
AREAS BETWEEN LIMITS OF THE 100-YEAR FLOOD AND 500-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.
- THIS SUBDIVISION SHALL PROVIDE FOR A MIN. OF 3,033.25 CU. FT., OR, 0.07 ACRE FEET, LOT 1 AND 2 SHALL BE REQUIRED TO DETAIN A PRO-RATED MINIMUM OF 758.31 CU. FT., AND, LOT 3 SHALL BE REQUIRED TO DETAIN A PRO-RATED MINIMUM OF 1,516.62 CU. FT.
- EACH LOT SHALL BE REQUIRED TO PROVIDED DETENTION IN THE FORM OF A SWALE IN THE AMOUNT OF NOT LESS THAN 450.0 CU. FT. AT TIME OF BUILDING PERMIT. THE BUILDING PERMIT SHALL INCLUDE A SITE GRADING PLAN OUTLINING LOCATION AND DETAILS OF THE RESPECTIVE SWALE.
- THE MINIMUM FINISHED FLOOR ELEVATION SHALL BE 18" ABOVE THE TOP OF THE CURB OF ROAD LOCATED AT THE CENTER OF EACH LOT.
- ONLY ONE SINGLE-FAMILY DWELLING UNIT PER LOT.
- ADDITIONAL FIRE PROTECTION MAY BE REQUIRED DURING THE PLAN REVIEW BUILDING PERMIT PHASE IN ORDER TO PROVIDE ANY ADDITIONAL FIRE PROTECTION EQUIPMENT.
- BENCHMARK NOTE:
CITY OF PHARR B.M. #26
ELEV=98.09, N: 16584078.001, E: 1080687.31, LOCATED APPROXIMATELY 2,010 FEET WEST OF THE INTERSECTION OF S. GARDENIA ST. AND W. JAVELINA, ON THE SOUTH SIDE OF W. JAVELINA.
- 5.0 FT. SIDEWALK WITH ADA WHEELCHAIR RAMPS AND LANDINGS SHALL BE REQUIRED AT TIME OF BUILDING PERMIT PHASE.
- ENFORCEMENT OF ALL PLAT NOTES AND DEDICATIONS SHALL BE THE RESPONSIBILITY OF THE AGENCY OR ENTITY TO WHOM THE DEDICATION IS GRANTED.
- LANDSCAPING AS PER CITY OF PHARR ORDINANCE.
- EROSION AND SEDIMENT CONTROL DURING CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CURRENT TEXAS POLLUTION DISCHARGE SYSTEM (TPDES).
- OWNERS ARE TO MAINTAIN RIGHT-OF-WAY AND PERIMETER OF SUBDIVISION.
- OWNERS ARE TO MAINTAIN DETENTION/RETENTION AREAS.
- STORM WATER DETENTION IS REQUIRED FOR THIS PROPERTY. THE ENGINEER OF RECORD FOR THIS SUBDIVISION PLAT HAS ESTIMATED THAT AN AREA OF APPROXIMATELY 0.004 ACRES AND A VOLUME OF APPROXIMATELY 0.09 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 ISSUED FOR THIS PLATTED PROPERTY UNTIL A STORM WATER DETENTION SYSTEM DESIGN HAS BEEN APPROVED BY THE CITY OF PHARR FOR THIS COMMERCIAL DEVELOPMENT.

JACINTO CANO SUBDIVISION

BEING A 1.72 ACRE TRACT OF LAND, MORE OR LESS, OUT OF AND FORMING A PART OF LOT 274, KELLY PHARR SUBDIVISION, HIDALGO COUNTY, TEXAS, AS PER THE MAP OR PLAT THEREOF RECORDED IN VOLUME 03, PAGE 133, DEED RECORDS OF HIDALGO COUNTY, TEXAS;

FILED FOR RECORD
IN HIDALGO COUNTY
ARTURO GUAJARDO, JR.,
HIDALGO COUNTY CLERK

ON: _____ AT _____ AM/PM
INSTRUMENT NUMBER _____
OF MAP RECORDS OF HIDALGO COUNTY, TEXAS
BY: _____ DEPUTY

**STATE OF TEXAS
COUNTY OF HIDALGO
OWNER'S DEDICATION, CERTIFICATION, AND ATTESTATION**

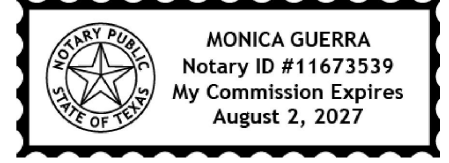
I (WE), JACINTO CANO, AND ALICE R. CANO, THE UNDERSIGNED OWNER(S) OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS THE JACINTO CANO SUBDIVISION, TO THE CITY OF PHARR, TEXAS, AND WHOSE NAME IS SUBSCRIBED HERETO, DO HEREBY DEDICATE TO THE USE OF THE PUBLIC ALL STREETS, ALLEYS, PARKS, WATER COURSES, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE OF CONSIDERATION THEREIN EXPRESSED.

OWNER: JACINTO CANO
2830 S. GARDENIA STREET, APT. F
PHARR, TEXAS 78577

OWNER: ALICE R. CANO
2830 S. GARDENIA STREET, APT. F
PHARR, TEXAS 78577

**STATE OF TEXAS
COUNTY OF HIDALGO**
BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED JACINTO CANO AND ALICE R. CANO, 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 STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, 2024 A.D.



NOTARY PUBLIC IN AND FOR THE
STATE OF TEXAS
MY COMMISSION EXPIRES _____

**STATE OF TEXAS
COUNTY OF HIDALGO**

THIS PLAT OF JACINTO CANO SUBDIVISION, HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF PHARR, HIDALGO COUNTY, TEXAS, AND IS HEREBY APPROVED BY SUCH COMMISSION.

DATED THIS _____ DAY OF _____, 2024.

DANNY WYLIE, CHAIRMAN
PLANNING AND ZONING COMMISSION

**STATE OF TEXAS
COUNTY OF HIDALGO**

I, THE UNDERSIGNED, MAYOR OF THE CITY OF PHARR, TEXAS, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ALL THE REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THE CITY WHEREIN MY APPROVAL IS REQUIRED.

AMBROSIO HERNANDEZ, MAYOR

DATE

ATTEST:

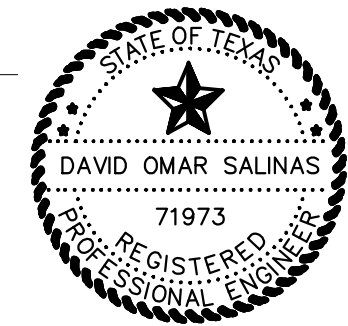
CLERK

DATE

KNOW ALL MEN BY THESE PRESENTS:

I, THE UNDERSIGNED, DAVID O. SALINAS, A REGISTERED PROFESSIONAL ENGINEER AND PUBLIC SURVEYOR, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF ENGINEERING AND PUBLIC SURVEYING, HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECTLY MADE AND IS PREPARED FROM ACTUAL SURVEY ON THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND AND THAT THE CORNER MONUMENTS WERE PROPERLY PLACED UNDER MY SUPERVISION, AND FURTHER CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN TO THIS PLAT, AND THAT ALL ASPECTS OF IT ARE IN ACCORDANCE WITH THE CITY OF PHARR SUBDIVISION ORDINANCES AND ALL STATE STATUTES GOVERNING SURVEYS.

DAVID OMAR SALINAS, P.E.
REG. PROFESSIONAL ENGINEER #71973



DAVID O. SALINAS, R.P.L.S.
REG. PROFESSIONAL LAND SURVEYOR #5782

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 OF THE SUBDIVISION AND HIS ENGINEER TO MAKE THEIR DETERMINATIONS.

HIDALGO COUNTY DRAINAGE DISTRICT NO. 1

RAUL E. SESIN, P.E., C.F.M.
GENERAL MANAGER

DATE

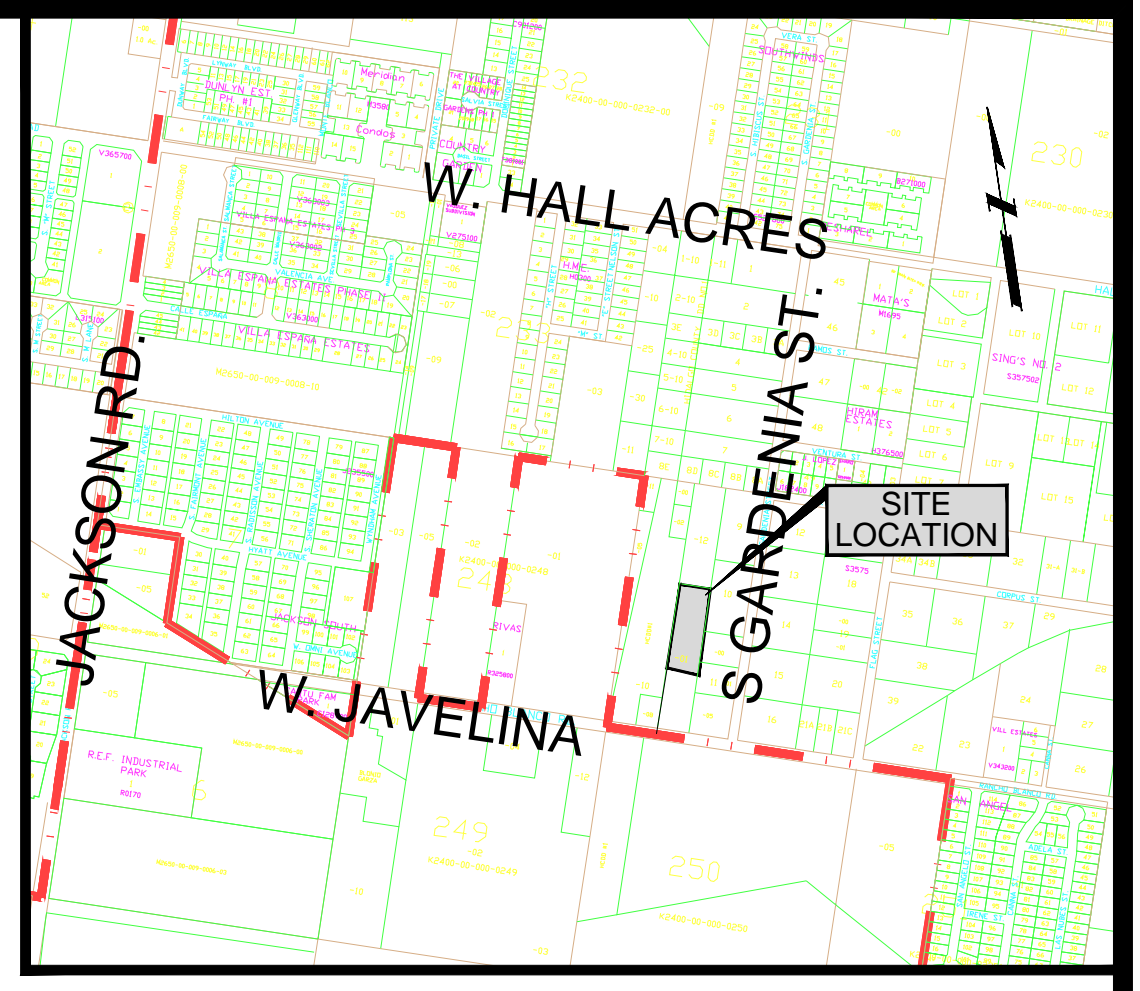
**STATE OF TEXAS
HIDALGO COUNTY IRRIGATION DISTRICT NO. 2**

THIS PLAT IS HEREBY APPROVED BY THE HIDALGO COUNTY IRRIGATION DISTRICT NO. 2 ON THIS THE _____ DAY OF _____, 2024.

NO IMPROVEMENTS OF ANY KIND (INCLUDING WITHOUT LIMITATION, TREES, FENCES AND BUILDINGS) SHALL BE PLACED UPON HIDALGO COUNTY IRRIGATION DISTRICT NO. 2 RIGHTS OF WAYS OR EASEMENTS.

PRESIDENT

ATTEST: SECRETARY



LOCATION MAP SCALE : 1" = 1,000'

METES AND BOUNDS DESCRIPTION

BEING A 1.72 ACRE TRACT OF LAND, MORE OR LESS, OUT OF AND FORMING A PART OF LOT 274, KELLY PHARR SUBDIVISION, HIDALGO COUNTY, TEXAS, AS PER THE MAP OR PLAT THEREOF RECORDED IN VOLUME 03, PAGE 133, DEED RECORDS OF HIDALGO COUNTY, TEXAS; SAID 1.72 ACRE TRACT OF LAND IS MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING AT SOUTHWEST CORNER OF SAID LOT 247 LOCATED IN THE CENTER OF W. RANCHO BLANCO ROAD; THENCE, AS FOLLOWS:

SOUTH 81 DEGREES 35 MINUTES EAST, COINCIDENT WITH THE SOUTH LINE OF SAID LOT 274, A DISTANCE OF 264.0 FEET AND THENCE, NORTH 08 DEGREES 25 MINUTES EAST, ALONG A LINE PARALLEL TO THE WEST LINE OF SAID LOT 274, A DISTANCE OF 373.72 FEET IN ALL TO A ½ INCH DIAMETER IRON ROD FOUND FOR THE SOUTHWEST CORNER AND POINT OF BEGINNING OF THIS HEREIN DESCRIBED TRACT;

(1) THENCE, NORTH 08 DEGREES 25 MINUTES EAST, ALONG A LINE PARALLEL TO THE WEST LINE OF SAID LOT 274, A DISTANCE OF 447.62 FEET TO A ½ INCH DIAMETER IRON ROD FOUND FOR THE NORTHWEST CORNER OF THIS HEREIN DESCRIBED TRACT;

(2) THENCE, SOUTH 81 DEGREES 35 MINUTES EAST, ALONG A LINE PARALLEL TO THE SOUTH LINE OF SAID LOT 274, A DISTANCE OF 164.99 FEET TO A ½ INCH DIAMETER IRON ROD FOUND FOR THE NORTHEAST CORNER OF THIS HEREIN DESCRIBED TRACT;

(3) THENCE, SOUTH 08 DEGREES 25 MINUTES WEST, ALONG A LINE PARALLEL TO THE WEST LINE OF SAID LOT 274, A DISTANCE OF 457.67 FEET TO A ½ INCH DIAMETER IRON ROD FOUND FOR THE SOUTHWEST CORNER OF THIS HEREIN DESCRIBED TRACT;

(4) THENCE, NORTH 78 DEGREES 06 MINUTES WEST, A DISTANCE OF 164.99 FEET TO THE POINT OF BEGINNING, CONTAINING 1.72 ACRES OF LAND, MORE OR LESS.

BASIS OF BEARING: WARRANTY DEED
N:\SUBDIVISION\PLATS\JACINTOCANO.SUB\1.72.rev.052124

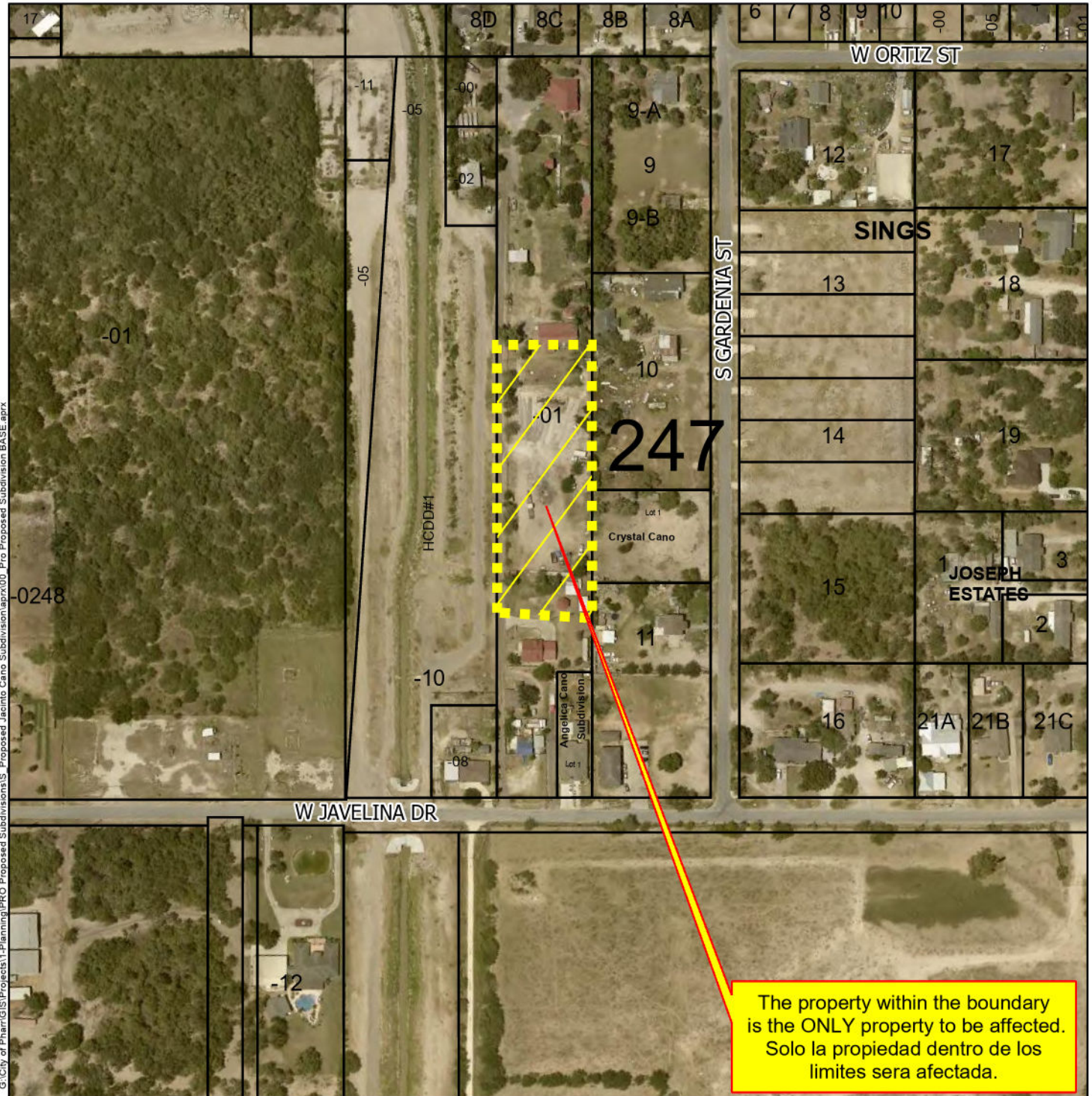
DISCLAIMER: THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW BY THE CITY OF PHARR ONLY & BY NO OTHERS UNDER THE AUTHORITY OF DAVID OMAR SALINAS, P.E., TX. REG. NO. 71973 ON JUNE 17, 2024. IT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.

JACINTO CANO SUBDIVISION

PREPARED BY: SALINAS ENGINEERING & ASSOCIATES
DATE OF PREPARATION: JUNE 17, 2024.
JOB NUMBER: SP-24-26106
OWNER: JACINTO CANO
2830 S. GARDENIA ST., APT. F
PHARR, TEXAS 78577

SEA
SALINAS ENGINEERING & ASSOC.
(F-6675) (10065700)
CONSULTING ENGINEERS & SURVEYORS
2221 DAFFODIL McALLEN, TEXAS 78501
(956) 682-9081 (956) 686-1489 (FAX)
16PLS 12100 PARK 35 CIRCLE BLDG. A, SUITE 156, MC-230, AUSTIN, TEXAS 78753 (512) 239-5263

AERIAL



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

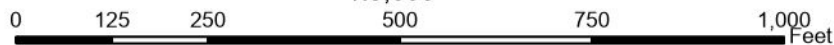
Future Land Use

FUTURELAND

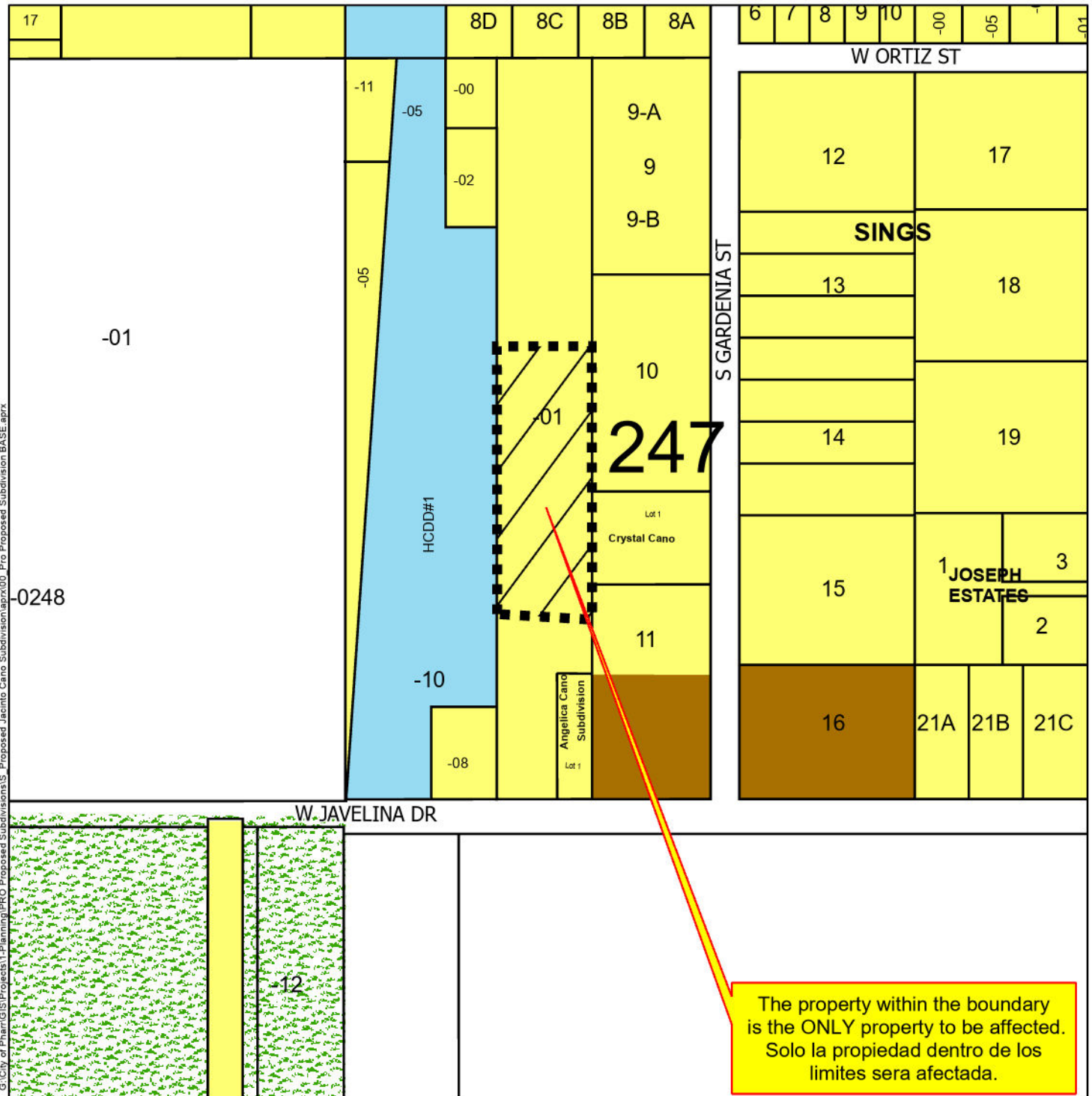
Irrigation

- Agriculture
- Industrial
- Parks
- Single Family Res.
- Commercial
- Subject Property
- Multi-Family Res.
- Public/Semi Public
- ROW
- Manufactured Homes

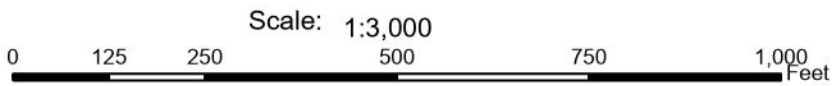
Scale: 1:3,000



ZONING



- | | | | |
|---------------------------------------|-------------------|-------------------------|--------------------------|
| 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 | Subject Property |
| Mobile Home | Business District | Office Professional | |





Pharr
Development Services



Site Photo

3100 Blk. of South Gardenia St.





AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 5.E.2.

DATE SUBMITTED: January 23, 2026

MEETING DATE: February 2, 2026

FROM: Nancy Hernandez, Secretary

DEPARTMENT: Development Services

DIRECTOR: Roland Gomez

Agenda Item: Weaver Consultants Group, representing Chris ILekis, member for 801 S Cage LLC, is requesting final plat approval of the proposed D. Pearson Subdivision. The property is legally described as being a 1.738 acre tract of land, more or less, out of Lots 1 Thru 8, Lots 11 Thru 13 and a strip of land 20.00 feet wide lying east and adjacent to and along the full length of Lot 11, Orange Grove Addition, Pharr, Hidalgo County, Texas. The property's physical address is 801 S. Cage Boulevard. SUB#250930 **This item supports EV - Economic Vitality.**

Classification: Consent

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

Issue: Weaver Consultants Group, representing Chris ILekis, member for 801 S Cage LLC, is requesting final plat approval of the proposed D. Pearson Subdivision.

Fiscal Consideration: N/A

Staff Recommendation: At the Planning and Zoning Commission meeting of January 22, 2026, the Board voted unanimously to recommend approval of the final plat of D. Pearson Subdivision. There were 6 members present and voting.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Nancy Hernandez

Joe Garza

Roland Gomez

Melanie Cano

Created/Initiated - 01/23/2026

Approved - 01/23/2026

Approved - 01/23/2026

Final Approval - 01/23/2026



Pharr

Development Services



MEMORANDUM

DATE: MONDAY, FEBRUARY 2, 2026
TO: MAYOR AND CITY COMMISSION
FROM: ROLAND GOMEZ, DIRECTOR OF DEVELOPMENT SERVICES
THROUGH: JONATHAN B. FLORES, CITY MANAGER
SUBJECT: D. PEARSON SUBDIVISION SUBDIVISION
FILE NO. **SUB250930**

GENERAL INFORMATION

APPLICANT: Weaver Consultants Group, representing Chris ILekis, Member for 801 S Cage LLC is requesting final plat approval of the proposed D. Pearson Subdivision Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a 1.738 acre Tract of Land, More or Less, Out of Lots 1 Thru 8, Lots 11 Thru 13 and a Strip of Land of 20.00 Feet wide Lying east and adjacent to and along the full length of Lot 11, Orange Grove Addition, Pharr, Hidalgo County, Texas.

LOCATION: The property's physical address is 801 S. Cage Boulevard.

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

VARIANCES: None Requested.

RECOMMENDATIONS: Development Services recommends final plat approval of the proposed D. Pearson Subdivision subject to the following conditions:

PLANNING AND ZONING COMMISSION:

The Planning and Zoning Commission voted unanimously to approve final plat of the proposed D. Pearson Subdivision at their meeting on Thursday, January 22, 2026.

LOCATION:
118 S. CAGE BLVD
1st FLOOR
PHARR, TX 78577
PHONE: 956-402-4242



REVIEWED BY:
HERIBERTO MARTINEZ
PLANNER III
EDDIE.MARTINEZ@PHARR-TX.GOV

STAFF REVIEW MEETING FOR: D. PEARSON SUBDIVISION

1. Project engineer shall record offsite easement prior to public improvement installation.
2. Financial guarantee submitted.

LOCATION:
801 E. SAM HOUSTON
PHARR, TEXAS 78577
PHONE: 956-402-4300



REVIEWED BY:
JAVIER RODRIGUEZ
PUBLIC UTILITIES - WD DISTRIBUTION
SUPERVISOR
JAVIER.RODRIGUEZ@PHARR-TX.GOV

STAFF REVIEW MEETING FOR: D. PEARSON SUBDIVISION

PRE-CONSTRUCTION REVIEW FOR:
D.PEARSON SUBDIVISION

COMMENTS: Initials: J.R. DECEMBER 08, 2025

WATER:

- All fittings will need to be MJ with mega locks.
- Will need to show all water crossings and connections details.
- Comments made may change depending on the circumstances.
- Follow City of Pharr Construction Standards Manual.

SEWER:

- Will need to update manhole rim and lid detail.
- Will need to show all sewer crossings and connections details.
- Manhole rim and lid will need to be composite base with City of Pharr logo.
- Comments made may change depending on the circumstances.
- 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.

STAFF REVIEW MEETING FOR: D. PEARSON SUBDIVISION

SUBDIVISION: D. Pearson Subdivision
DATE: December 10, 2025
REVIEW: Preconstruction (comments plans dated 12-5-2025)

PLAT

1. Signatures from P.E. & R.P.L.S. are required.

SITE PLAN

- Escrow for 1/3 widening shall be required for E. Sam Houston Ave. and these items include:
 - 24"-in curb and gutter with 3 #3 rebar.
 - 6"-in Lime treated subgrade
 - 8" flexbase material
 - 2"-in HMAC
- Site plan ROW may not be reflecting what is shown on the plat. Please verify, include corner clips and additional ROW.
- Use the correct sanitary sewer composite manhole lid. Please refer to detail provided.

DRAINAGE

- Drainage plan to be reviewed and approved at building permit stage.

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).
- STANDARD REQUIREMENTS
- PRIOR TO SUBMITTING PRECONSTRUCTION PLANS, FIELD VERIFY ALL UTILITY TIE-INS FOR WATER, SEWER, AND STORM LINES.
- Access road must follow City of Pharr standards for paving.
- Testing may be required for concrete, paving and backfilling items.
- Curb and gutter must meet design strength of 3000 psi and must include 3 #3 continuous rebar.
- Sidewalk must meet design strength of 3000 psi and must follow City design standard and ADA guidelines.
- Driveway shall have a design strength of 4000 psi and concrete drive shall meet the appropriate design strength to prevent damage. Must follow City design standard and ADA guidelines.
- Drainage headwall shall include a footing on top and shall be a minimum 18 inches long.
- Headwall width from edge to edge of discharge pipe shall be 18 inches minimum.
- Gate valve concrete collar dimensions shall be 30 inches x 30 inches x 6 inches.
- Proposed fire hydrants shall be 6 feet from back of curb.
- Fire hydrant detail preferred brand Mueller. (Note: connection from hydrant to valve box is mechanical joint to mechanical joint and from valve box to watermain is flange to flange).
- Show all utility crossings that may be present in this site plan.
- Detention area shall be stabilized with sod or hydro-mulch prior to final acceptance.
- All sanitary sewer service "wye's" shall require concrete cradles.
- Sidewalk permit from TX Dot shall be required prior to subdivision construction. Curb cuts that no longer serve a purpose, shall be closed off using curb and gutter.
- Provide Public Works discharge permit when discharging into City storm system.
- TCEQ requires 9'-ft separation between water and sewer lines. This includes manholes to be spaced out away from water lines.
- SHOULD ANY DESIGN ISSUES OCCURE DURING CONSTRUCTION, IT IS THE RESPONSIBILITY OF THE ENGINEER ON RECORD TO ADDRESS THESE ISSUES AND COORDINATE WITH THE CONTRACTOR. ALSO PROVIDE REVISED PLANS TO ENGINEERING DEPARTMENT FOR REVIEW.

STAFF REVIEW MEETING FOR: D. PEARSON SUBDIVISION

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 PAINTED SILVER in Color 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 2018. 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.
002 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 MAY BE YELLOW OR RED FROM MANUFACTURE AND FINISHED WITH A COAT OF ALUMINUM AS-PER CITY OF PHARR STANDARD SECTION IV-3. A.11.
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 2018; 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 2018; 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.

STAFF REVIEW MEETING FOR: D. PEARSON SUBDIVISION

- Construction Entrance shall measure 20 feet in width and 50 feet in length with 4–8-inch bull rock. This must be corrected on both the detail and sediment erosion control plan sheet.
- Silt fence shall surround the entirety of the property.
- Concrete washout detail and location required on the Sediment Erosion Control Plan. Washout detail must be at least 10x10 feet in size with a 7mil plastic liner to prevent any spills/illicit discharges of concrete washout.
- Dumpster location required for the Sediment Erosion Control Plan.
- Obtain any required Street Cut, Bore, Curb Cut, or Discharge permits for the two curb cuts, two street cuts, and detention pond outfall.
- Submit a copy of your approved TCEQ permits.
- Submit 1 digital copy in for review of the Storm Water Pollution Prevention Plan at pre-construction meeting. This item will be reviewed and must be approved Prior to any earthwork disturbance and Notice to Proceed (NTP) is issued. A physical copy of the SW3P must be at all times on location.
- Construction Entrance shall measure 20 feet in width and 50 feet in length with 4–8-inch bull rock. This must be corrected on both the detail and sediment erosion control plan sheet.
- Silt fence shall surround the entirety of the property.
- Concrete washout detail and location required on the Sediment Erosion Control Plan. Washout detail must be at least 10x10 feet in size with a 7mil plastic liner to prevent any spills/illicit discharges of concrete washout.
- Dumpster location required for the Sediment Erosion Control Plan.
- Obtain any required Street Cut, Bore, Curb Cut, or Discharge permits for the two curb cuts, two street cuts, and detention pond outfall.
- Submit a copy of your approved TCEQ permits.
- Submit 1 digital copy in for review of the Storm Water Pollution Prevention Plan at pre-construction meeting. This item will be reviewed and must be approved Prior to any earthwork disturbance and Notice to Proceed (NTP) is issued. A physical copy of the SW3P must be at all times on location.

STAFF REVIEW MEETING FOR: D. PEARSON SUBDIVISION

SECTION X FIBER OPTIC

X 1 General The purpose of this section is to define the general requirements for the design of the city fiber optic improvements and to provide details for its correct implementation. All new proposed subdivisions shall design and escrow conduit and handholes designated exclusively to the city of Pharr optic network. All designs shall adhere to the standards located within this directive. The City of Pharr Innovation & Technology (IT) and Engineering Departments shall be consulted if variations from these standards are anticipated.

X 2 Design

1. A main (2)" PVC conduit with (30"x48"x30")distribution handholes shall be designed to reach and provide connection to each service handhole in the subdivision.
2. A 1.25" PVC conduit shall be run from every service handhole on the main conduit side, across the roadway, and to a service handhole between every other lot on the opposite side of the roadway.
3. A (17"x30") service-handhole shall be installed between every other lot.
4. All PVC conduits shall be a minimum of 3-ft deep when parallel to roadway and 5 ft deep at roadway crossings.
5. All fiber optic improvements shall be located inside a 5ft Communication Easement Exclusive to the City of Pharr or inside an existing or proposed 15-ft Utility Easement Exclusive to the City of Pharr if permitted by Public Utilities Department.
6. A proposed passive optical network (PON) cabinet adjacent to the city's fiber backbone shall be included in the design depending on the size of the subdivision as requested by the City's IT Department during plan review.

X-3 Required Submittals

A. Preliminary Approval Phase To properly review and consider projects and grant preliminary approval, the following items must be addressed and shown on a fiber conduit site plan (1'= 50'):

1. Communication Easement(s) (if needed) Exclusive to the City of Pharr, width(s) and location(s)
2. PON cabinet(s), size(s) and location(s)
3. Handhole(s), size(s) and location(s)
4. Conduit(s), size(s) and location(s) PWN

B. Construction Phase After preliminary approval has been granted by the COP-P&Z, the City will accept construction documents for review and approval.

The submittal should include the following:

1. Plan and profiles showing service arrangements.
2. Complete construction details
3. Cost Estimate for all fiber optic utility improvements. Unit costs will be provided by the City's IT Department.

After the IT Department reviews and approves the submittals, the following shall be submitted as part of the subdivision process:

1. Approved design for all fiber optic utility improvements in shapefile or KMZ file
2. Escrow amount for fiber optic utilities. These two items shall be required as part of the subdivision process to obtain a Notice to Proceed for the Subdivision. If the developer is required to extend fiber optic utilities past their property limits and through other properties a reimbursement contract may be executed to allow the developer to recover that cost.

X 4 Standard Details The following Standard Details (see appendix B) show the adopted standards required by the City of Pharr: FO 1 Typical Fiber Optic Layout F O 2 Typical Utility Service Arrangements STR 1 local 50' with 15' utility easements anGeneral Notes: Proposed Data/Telephone Access.

Data/Telephone Existing Access Point Location: Estimated at coordinates: 26.187031° -98.185161°

Hand Hole with Core-Fiber has been allocated coordinates: 26.187031° -98.185161° for 801 S Cage Blvd future Development.

From: [John Salinas](#)
To: [Eddie Martinez](#)
Cc: jl_hcid2@att.net
Subject: RE: Preliminary subdivision plan review D. PEARSON SUBDIVISION
Date: Tuesday, September 16, 2025 2:51:27 PM
Attachments: [image005.png](#)
[image004.png](#)
[image007.png](#)

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

Hello Eddie,

HCID2 initial reservations, comments and updates for the D. PEARSON Subdivision:

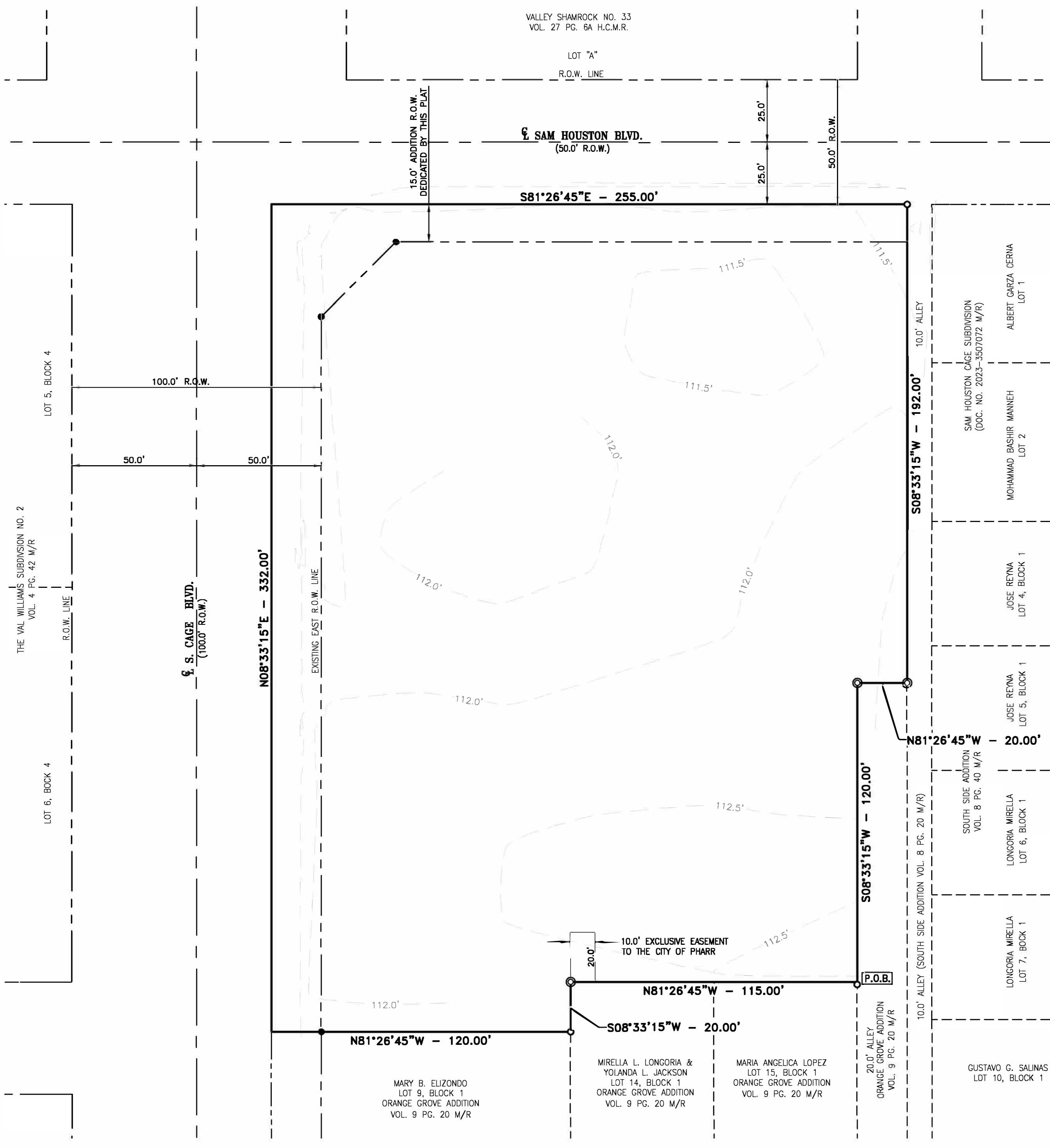
1. We have the general right of way covering all the lot. Vol. 19, pg. 129.
2. No apparent facilities.
3. We need the recorded warranty deed of ownership.
4. Plat will need to reference a corner Lot 189, Kelly-Pharr Subdivision and include the distance and bearings.
5. The proposed 1.738 acre tract is excluded from the District and does not need a petition form.
6. Our office will need the certificate of filing for the corporation/llc and documentation who is authorized to sign.
7. Additional plat note: A permit is required for any utility service crossing a H.C.I.D. No. 2 right of way, easement or facility.

If there are any questions, please advise or call our office. Thank you.

John Salinas
Hidalgo County Irrigation District No. 2
P.O. Box 6
San Juan, TX 78589
Office: (956) 787-1422
Fax: (956) 781-7622
Email: jbsalinas@hcid2.org

From: Eddie Martinez [mailto:eddie.martinez@pharr-tx.gov]
Sent: Wednesday, September 10, 2025 3:42 PM
To: isaac.gonzalez@hccd1.org; esther.mireles@hccd1.org; hcid2@sbcglobal.net; jbs_hcid2@att.net; jl_hcid2@att.net; peter.garza@usps.gov; jl3008@att.com; erick.torres@charter.com; Rafael.Macias@onegas.com; Rene.Casares@onegas.com; svallejo@rgv911.org; rafael.gonzales@psjaisd.us; tammy.saenz@psjaisd.us; mavaldes@aep.com; dlucio@aep.com; khernandez@aep.com; jolague@aep.com; jlozano@magicvalley.coop; carlosguajardo@magicvalley.coop
Subject: Preliminary subdivision plan review

Good afternoon,



STATE OF TEXAS
COUNTY OF HIDALGO

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, M.B.
MAYOR, CITY OF PHARR

CITY CLERK DATE

HIDALGO COUNTY DRAINAGE DISTRICT NO. 1

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 TEX. 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 OF THE SUBDIVISION AND ITS ENGINEER TO MAKE THESE DETERMINATIONS.

HIDALGO COUNTY DRAINAGE DISTRICT NO. 1

BY: RAUL E. SESIN, P.E., C.F.M. DATE
GENERAL MANAGER

HIDALGO COUNTY IRRIGATION DISTRICT NO. 2

THIS PLAT IS HEREBY APPROVED BY THE HIDALGO COUNTY IRRIGATION DISTRICT NO. 2 ON THIS _____ DAY OF _____, 202__.

NO IMPROVEMENTS OF ANY KIND (INCLUDING WITHOUT LIMITATION, TREES, FENCES AND BUILDINGS) SHALL BE PACED UPON HIDALGO COUNTY IRRIGATION DISTRICT NO. 2 RIGHTS OF WAY OR EASEMENTS

PRESIDENT ATTEST: SECRETARY

STATE OF TEXAS
COUNTY OF HIDALGO

I (WE), THE UNDERSIGNED OWNER(S) OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS THE D. PEARSON SUBDIVISION, TO THE CITY OF PHARR, TEXAS, AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY DEDICATE TO THE USE OF THE PUBLIC ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE OF CONSIDERATION THEREIN EXPRESSED

OWNER AND ADDRESS

STATE OF TEXAS
COUNTY OF HIDALGO

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED (OWNER) KNOW TO ME TO BE THE PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATIONS THEREIN GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS THE ____ DAY OF _____, 202__.

NOTARY PUBLIC, HIDALGO COUNTY, TEXAS
MY COMMISSION EXPIRES:

STATE OF TEXAS
COUNTY OF HIDALGO

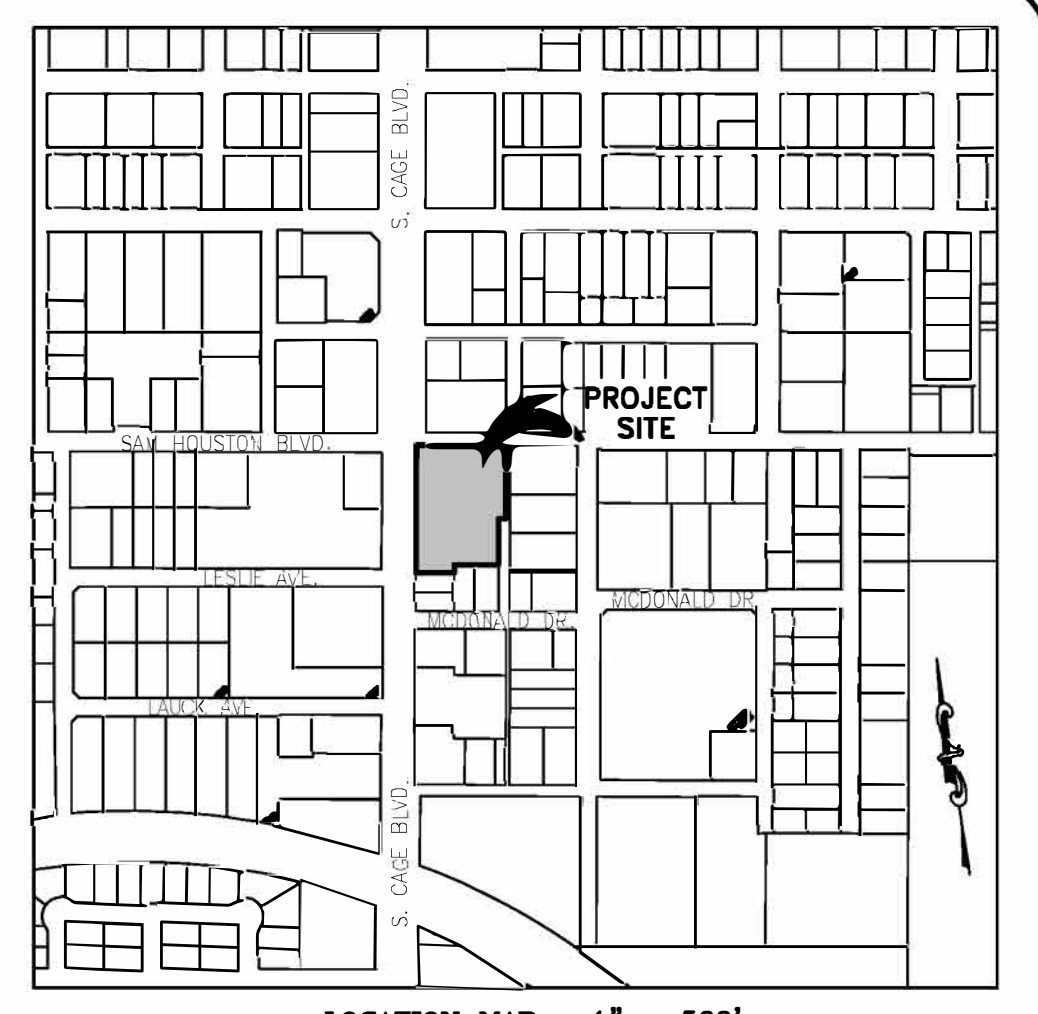
I, THE UNDERSIGNED, CHAIRMAN OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF PHARR, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THIS CITY WHEREIN MY APPROVAL IS REQUIRED

APPROVED THIS THE _____ DAY OF _____ 2020__.

DANNY WYLE DATE
CHAIRMAN, PLANNING COMMISSION

LEGEND	
○	1/2" IRON ROD FOUND OR AS NOTED
○	1" IRON PIPE FOUND
●	1/2" IRON ROD SET W/CAP STAMPED "STS 5974"
R.O.W.	RIGHT OF WAY
M/R	MAP RECORDS

- NOTES:
1. THIS PROPERTY APPEARS TO LIE WITHIN ZONE "X" (AREAS BETWEEN LIMITS OF THE 100-YEAR FLOOD AND 500-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) ACCORDING TO THE FLOOD INSURANCE COMMUNITY-PANEL NUMBER 480347 0005 C, REVISED DATE OCTOBER 19, 1982. (FLOOD ZONE IS DETERMINED BY GRAPHIC SCALING ONLY. SOUTHPOINT TEXAS SURVEYING, LLC DOES NOT ASSUME RESPONSIBILITY FOR EXACT DETERMINATION.)
 2. MINIMUM PERMISSIBLE FINISH FLOOR ELEVATION IS 18" ABOVE TOP OF CURB OF ROAD MEASURED OF FRONT OF LOT.
 3. MINIMUM BUILDING SETBACKS SHALL BE AS PER CITY OF PHARR ORDINANCE.
 4. *STORM WATER DETENTION IS REQUIRED FOR THIS PROPERTY. THE ENGINEER OF RECORD FOR THIS SUBDIVISION PLAT HAS ESTIMATED THAT AN AREA OF APPROXIMATELY 1.738 ACRES AND A VOLUME OF APPROXIMATELY 0.1562 ACRE FEET 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 ISSUED FOR THIS PLATTED PROPERTY UNTIL A STORM WATER DETENTION SYSTEM DESIGN HAS BEEN APPROVED BY THE CITY OF PHARR FOR THIS COMMERCIAL DEVELOPMENT.
 5. BENCHMARK: NEAREST CITY OF PHARR BENCHMARK IS LOCATED ON THE INTERSECTION OF E. SAM HOUSTON AVE. AND S. CAGE BLVD. MONUMENT #40 ELEVATION: 110.72 (NORTHING: 16593593.187, EASTING: 1087438.540)
 6. NO BUILDING STRUCTURES SHALL BE CONSTRUCTED ON ANY EASEMENT DEDICATED BY THIS PLAT.
 7. CONSTRUCTION WILL COMPLY WITH T.P.D.E.S. REQUIREMENTS AND SITE'S STORM WATER POLLUTION PREVENTION PLAN.
 8. A 5.0' SIDEWALK WITH ADA WHEELCHAIR RAMPS AND LANDINGS SHALL BE CONSTRUCTED ALONG ALL STREETS AT THE TIME OF BUILDING PERMIT PHASE.
 9. LANDSCAPING AS PER CITY OF PHARR ORDINANCE.
 10. OWNER(S) TO MAINTAIN DETENTION/RETENTION AREA.
 11. ADDITIONAL FIRE PROTECTION MAY BE REQUIRED DURING THE BUILDING PLAN REVIEW PHASE IN ORDER TO PROVIDE ANY ADDITIONAL FIRE PROTECTION REQUIREMENT.
 12. ENFORCEMENT OF ALL PLAT NOTES AND DEDICATIONS SHALL BE THE IRRESPONSIBILITY OF THE AGENCY OR ENTITY TO WHOM THE DEDICATION IS GRANTED.
 13. OWNERS TO MAINTAIN R.O.W. AND PERIMETER OF SUBDIVISION.
 14. EROSION AND SIDEMENT CONTROL DURING CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CURRENT TEXAS POLLUTION DISCHARGE ELIMINATOR SYSTEM (TPDES).
 15. THE DEVELOPER SHALL BE RESPONSIBLE FOR THE DETAINING AND ACCOMMODATING MORE THAN THE DETAINED VOLUME SHOWN ON THIS PLAT, IF IT IS DETERMINED, AT THE DEVELOPMENT PERMIT STAGE, THAT THE DETENTION REQUIREMENTS ARE GREATER THAN STATED ON THIS PLAT, DUE TO THE IMPERVIOUS BEING GREATER, THAN THE PLAT ENGINEER CONSIDERED IN THE HYDRAULIC CALCULATION FOR THE SUBDIVISION.
 16. ALL BEARING AND DISTANCE ARE BASE ON GRID COORDINATE.



LOCATION MAP 1" = 500'

METES AND BOUNDS

BEING A 1.738 ACRE TRACT OF LAND, COSTING OF LOT 1 THRU 8, 11 THRU 13 AND A STRIP OF LAND 20.00 FEET WIDE LYING EAST AND ADJACENT THE FULL LENGTH OF LOTS 4 & 11, SECOND AMENDED SUBDIVISION OF ORANGE GROVE ADDITION, AN ADDITION TO THE CITY OF PHARR, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP RECORDED IN VOLUME 9, PAGE 20, MAP RECORDS, HIDALGO COUNTY, TEXAS, SAID 1.738 OF AN ACRE BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT AT A 1 INCH IRON PIPE FOUND AT THE SOUTHEAST CORNER OF LOT 13, BLOCK 1, AND THE SOUTHEAST CORNER OF THE TRACT HEREIN DESCRIBED TRACT;

THENCE, NORTH 81°26'45" WEST, ALONG THE SOUTH LINE OF SAID LOT 13, BLOCK 1, A DISTANCE OF 115.00 FEET, TO A 1 INCH IRON PIPE FOUND, ON THE EAST LINE OF LOT 8, BLOCK 1, FOR THE SOUTHWEST CORNER OF SAID LOT 13, BLOCK 1, FOR AN INTERIOR CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 08°33'15" WEST, ALONG THE EAST LINE OF SAID LOT 8, BLOCK 1, A DISTANCE OF 20.00 FEET, TO A 1/2 INCH IRON ROD FOUND AT THE SOUTHEAST CORNER OF SAID LOT 8, BLOCK 1, AND AN EXTERIOR CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 81°26'45" WEST, ALONG THE SOUTH LINE OF SAID LOT 8, BLOCK 1, A DISTANCE OF 100.00 FEET, TO A 1/2 INCH IRON ROD SET WITH A SURVEYOR'S CAP STAMPED "STS 5974" ON THE EAST RIGHT OF WAY LINE OF SOUTH CAGE BOULEVARD (100.00' RIGHT-OF-WAY), CONTINUING FOR A TOTAL DISTANCE OF 120.00 FEET, TO POINT FOR THE SOUTHWEST CORNER OF SAID LOT 8, FOR THE SOUTHWEST CORNER OF THE HEREIN DESCRIBE TRACT;

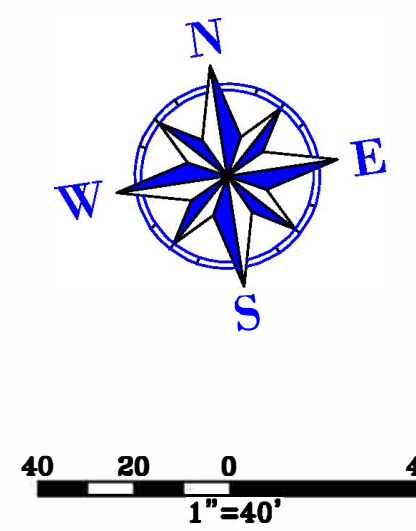
THENCE, NORTH 08°33'15" EAST, ALONG THE WEST LINE OF LOTS 8 THRU 5 AND 1, A DISTANCE OF 332.00 FEET, TO A POINT FOR THE NORTHEAST CORNER OF LOT 1 AND THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 81°26'45" EAST, ALONG THE SOUTH RIGHT-OF-WAY LINE OF SAM HOUSTON BOULEVARD (50.00' RIGHT-OF-WAY), A DISTANCE OF 20.00 FEET, PASSING THE EAST RIGHT-OF-WAY LINE OF SAID SOUTH CAGE BOULEVARD, IN TOTAL A DISTANCE OF 255.00 FEET, TO A 1/2 INCH IRON ROD FOUND, FOR THE NORTHWEST INTERSECTION OF THE SOUTH RIGHT-OF-WAY LINE OF SAM HOUSTON BOULEVARD AND THE WEST RIGHT-OF-WAY LINE OF A 10.00 FOOT WIDE ALLEY, BEING NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 08°33'15" WEST, ALONG THE WEST BOUNDARY LINE OF SAID ALLEY, A DISTANCE OF 192.00 FEET, TO A 1 INCH IRON PIPE FOUND ON THE WEST LINE OF SAID ALLEY AND AN EXTERIOR CORER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 81°26'45" WEST, OVER AND ACROSS SAID 20.0' STRIP OF LAND, A DISTANCE OF 20.00 FEET, TO A 1 INCH IRON PIPE FOUND AT THE SOUTHEAST CORNER OF LOT 11 AND NORTHEAST CORNER OF LOT 12, FOR AN INTERIOR CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 08°33'15" WEST, ALONG THE EAST LINE OF LOTS 12 AND 13, AT A DISTANCE OF 120.00 FEET, TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED TRACT OF LAND, SAID TRACT CONTAINS 1.738 OF AN ACRE, MORE OR LESS, WITHIN THESE METES AND BOUNDS.



PEARSON SUBDIVISION

A 1.738 ACRE TRACT OF LAND, MORE OR LESS, OUT OF LOTS 1 THRU 8, LOTS 11 THRU 13, AND A STRIP OF LAND 20.00 FEET WIDE LYING EAST AND ADJACENT TO AND ALONG THE FULL LENGTH OF LOT 11, ORANGE GROVE ADDITION, MAP OR PLAT THEREOF RECORDED IN VOLUME 9, PAGE 20, HIDALGO COUNTY MAP RECORDS, HIDALGO COUNTY, TEXAS

NAME	ADDRESS	CITY & ZIP	PHONE
OWNER:	801 S CAGE LLC	226 N. MORGAN ST. STE 300 CHICAGO, IL 60607	(312) 985-0980
ENGINEER:	WILLIAM H. PERRY	6420 SOUTHWEST BVD FORT WORTH, TEXAS 76109	(630) 717-4848
SURVEYOR:	R. MICHAEL WOOD	P.O. BOX 55 COMBES, TEXAS 78535	(956) 368-5074

Weaver Consultants Group
6420 SOUTHWEST BOULEVARD, SUITE 206
FORT WORTH, TEXAS 76109
(630) 717-4848
TBPE REGISTRATION NO. F-3727



Southpoint Texas Surveying, LLC
1409 N. Stuart Place Rd., Suite A
Harlingen, TX 78550 (956) 368-5074
TBPLS Firm No. 1019438

PROJECT No. 25107

AERIAL

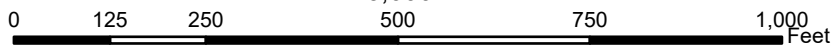


G:\City of Pharr\GIS\Projects\1-Planning\PRO Proposed Subdivisions\S. Proposed D. Pearson\aprx\00. Pro. Proposed Subdivision BASE.aprx

 Subject Property
 Pharr City Limit

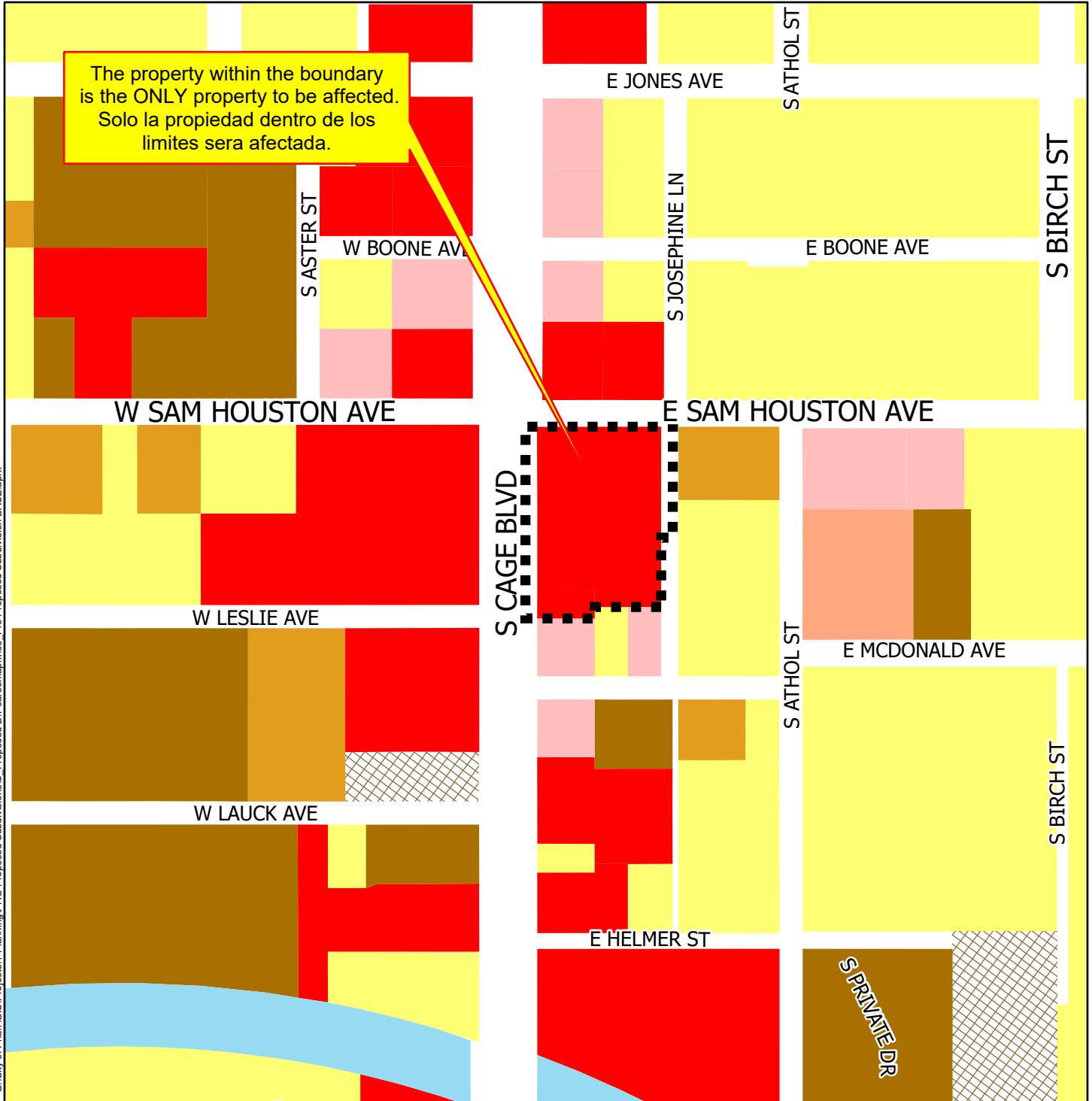
City of Pharr, Texas
Engineering Department
956.702.5355

Scale: 1:3,000



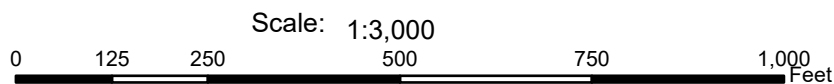
Date: 9/11/2025

ZONING



G:\City of Pharr\GIS\Projects\1-Planning\PRO Proposed Subdivisions\S_Pearson\aprx\00_Pro Proposed Subdivision BASE.aprx

- | | | | |
|--------------------------|---------------------------------------|--------------------|--------------------------|
| Subject Property | Residential Multi-Family High Density | General Business | Neighborhood Commercial |
| Pharr City Limit | 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 |





Pharr
Development Services



Site Photo
801 S. Cage Boulevard





AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 6.A.

DATE SUBMITTED: January 12, 2026

MEETING DATE: February 2, 2026

FROM: Napoleon Coca, Director

DEPARTMENT: GMCD

DIRECTOR: Napoleon Coca

Agenda Item: Consideration and action, if any, on Resolution authorizing the submission of a Criminal Justice Grant Program (JAG) FY2027 application to the Office of the Governor - Public Safety Office for the Pharr Metal Detector Enhancement Project, designating authorized representatives, and certifying compliance with all applicable grant requirements. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue: Authorize submission of a FY2027 Criminal Justice Grant Program (JAG) application to the Office of the Governor – Public Safety Office.

Fiscal Consideration: None at this time. Grant submission only; no City funds are committed unless the grant is awarded.

Staff Recommendation: Staff recommends approval as presented

Alternatives: No alternatives are being proposed.

Exclude Material from Public Packet? No

Reason: No

ROUTING:

Napoleon Coca

Created/Initiated - 01/12/2026

Napoleon Coca

Approved - 01/12/2026

Melanie Cano

Approved - 01/23/2026

Ricardo Rodriguez

Approved - 01/23/2026

Jamison Merrick

Approved - 01/23/2026

City Management Office

Final Approval - 01/26/2026

RESOLUTION NO. R-2026-_____
OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE
CRIMINAL JUSTICE GRANT PROGRAM (JAG), FY2027

WHEREAS, the City of Pharr City Commission finds it in the best interest of the citizens of Pharr to operate the **Pharr Metal Detector Enhancement Project** for the project period October 1, 2026 through September 30, 2027; and

WHEREAS, the purpose of the Pharr Metal Detector Enhancement Project is to promote public safety, reduce crime, and enhance the effectiveness of the criminal justice system by strengthening law enforcement capabilities through specialized resources, training, and operational support; and

WHEREAS, the City of Pharr City Commission authorizes the submission of a grant application to the Office of the Governor – Public Safety Office under the Criminal Justice Grant Program (FY2027) funded through the Edward Byrne Memorial Justice Assistance Grant (JAG) Program; and

WHEREAS, the City of Pharr City Commission agrees to provide, if applicable, any required matching funds as stipulated by the grant award conditions; and

WHEREAS, the City of Pharr City Commission affirms that, in the event of loss or misuse of grant funds awarded by the Office of the Governor, Public Safety Office, the City of Pharr shall ensure that all funds are promptly returned in full in accordance with grant requirements; and

WHEREAS, the City of Pharr City Commission designates the Chief of Police as the Authorized Official for this grant, with the authority to apply for, accept, reject, modify, or terminate the grant and to execute all related documents on behalf of the City of Pharr; and

WHEREAS, the City of Pharr City Commission designates the City Finance Director (or designee) as the Financial Officer authorized to submit financial and performance reports and to make approved budgetary adjustments as required by the grant.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Pharr, Texas, that the City Commission hereby approves the submission of the **Pharr Metal Detector Enhancement Project** grant application to the Office of the Governor, Public Safety Office, Criminal Justice Grant Program (FY2027).

PASSED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF PHARR, TEXAS, THIS _____ DAY OF JANUARY 2026.

ATTEST:

CITY OF PHARR:

Imelda Perez, City Clerk

Ambrosio Hernandez, Mayor

C e r t i f i c a t i o n

The State of Texas

**County of Hidalgo
City of Pharr**

*I, **Imelda Perez**, the duly appointed City Clerk of the City of Pharr, Texas, hereby certify that the above text constitutes an accurate and authentic copy of the original Resolution duly passed and adopted by the City Commission of the City of Pharr of the City of Pharr, Texas, on the ____ day of January 2026, AD.*

(Resolution No. _____)

In witness whereof, I affix my official signature and imprint the seal of the City of Pharr, Texas, this ____ day of January 2026, AD.

City of Pharr

Imelda Perez, City Clerk



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 6.B.

DATE SUBMITTED: January 13, 2026

MEETING DATE: February 2, 2026

FROM: Napoleon Coca, Director

DEPARTMENT: GMCD

DIRECTOR: Napoleon Coca

Agenda Item: Consideration and action, if any, on Resolution authorizing the submission of an Office of the Governor – Public Safety Office Peace Officer Mental Health Grant Program (FY2027) application to support the Pharr Peace Officer Mental Health & Resiliency Program and designating authorized representatives for grant administration. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue: Authorization to apply for Peace Officer Mental Health grant funding to support officer wellness and resiliency services.

Fiscal Consideration: None at this time. Grant submission only; no City funds are committed unless the grant is awarded.

Staff Recommendation: Staff recommends as presented.

Alternatives: No alternatives are being proposed.

Exclude Material from Public Packet? No

Reason: None

ROUTING:

Napoleon Coca

Created/Initiated - 01/13/2026

Napoleon Coca

Approved - 01/13/2026

Melanie Cano

Approved - 01/23/2026

Ricardo Rodriguez

Approved - 01/23/2026

Jamison Merrick

Approved - 01/23/2026

City Management Office

Final Approval - 01/26/2026

RESOLUTION NO. R-2026-_____

**OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE
PEACE OFFICER MENTAL HEALTH GRANT PROGRAM, FY2027**

WHEREAS, the City Commission of the City of Pharr recognizes the paramount importance of ensuring the safety, wellness, and operational readiness of its peace officers and finds it in the best interest of the citizens of Pharr to operate and expand the **Pharr Peace Officer Mental Health & Resiliency Program** for the project period October 1, 2026, through September 30, 2027; and

WHEREAS, the purpose of the Pharr Peace Officer Mental Health & Resiliency Program is to provide evidence-based, confidential mental health and resiliency services to peace officers to address occupational stress, cumulative trauma, critical incident exposure, and overall officer wellness; and

WHEREAS, the City Commission of the City of Pharr authorizes the submission of a grant application to the Office of the Governor – Public Safety Office under the Peace Officer Mental Health Grant Program (FY2027) to support these services; and

WHEREAS, the City Commission of the City of Pharr agrees to provide, if applicable, any required matching funds as stipulated by the grant award conditions; and

WHEREAS, the City Commission of the City of Pharr affirms that, in the event of loss or misuse of grant funds awarded by the Office of the Governor – Public Safety Office, the City of Pharr shall ensure that all funds are promptly returned in full in accordance with grant requirements; and

WHEREAS, the City Commission of the City of Pharr designates the Chief of Police as the Authorized Official for this grant, with authority to apply for, accept, reject, modify, or terminate the grant and to execute all related documents on behalf of the City of Pharr; and

WHEREAS, the City Commission of the City of Pharr designates the City’s Chief Financial Officer (or designee) as the Financial Officer, with authority to submit financial and/or programmatic reports and to make approved budgetary or grant adjustments on behalf of the City of Pharr.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Pharr, Texas, that the City Commission hereby approves the submission of the **Pharr Peace Officer Mental Health & Resiliency Program grant** application to the Office of the Governor – Public Safety Office under the Peace Officer Mental Health Grant Program (FY2027).

**PASSED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF PHARR,
TEXAS, THIS _____ DAY OF JANUARY 2026.**

ATTEST:

CITY OF PHARR:

Imelda Perez, City Clerk

Ambrosio Hernandez, Mayor

C e r t i f i c a t i o n

**The State of Texas
County of Hidalgo
City of Pharr**

*I, **Imelda Perez**, the duly appointed City Clerk of the City of Pharr, Texas, hereby certify that the above text constitutes an accurate and authentic copy of the original Resolution duly passed and adopted by the City Commission of the City of Pharr of the City of Pharr, Texas, on the ____ day of January 2026, AD.*

(Resolution No. _____)

In witness whereof, I affix my official signature and imprint the seal of the City of Pharr, Texas, this ____ day of January 2026, AD.

City of Pharr

Imelda Perez, City Clerk



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 6.C.

DATE SUBMITTED: January 16, 2026

MEETING DATE: February 2, 2026

FROM: Napoleon Coca, Director

DEPARTMENT: GMCD

DIRECTOR: Napoleon Coca

Agenda Item: Consideration and action, if any, on Resolution authorizing the submission of a Border Zone Fire Departments (BZFD) Grant Program FY2027 application to the Office of the Governor – Public Safety Office for the City of Pharr Fire Department, designating authorized representatives, and certifying compliance with all applicable grant requirements. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue: Approval is requested to authorize the submission of a grant application to the Office of the Governor – Public Safety Office under the Border Zone Fire Departments (BZFD) Grant Program, FY2027, to enhance public safety.

Fiscal Consideration: There is no fiscal impact to the City’s General Fund at this time. No financial commitment is required unless the grant is awarded.

Staff Recommendation: Staff recommends as presented

Alternatives: No alternatives being presented

Exclude Material from Public Packet? No

Reason: No

ROUTING:

Napoleon Coca	Created/Initiated - 01/16/2026
Napoleon Coca	Approved - 01/16/2026
Melanie Cano	Approved - 01/23/2026
Ricardo Rodriguez	Approved - 01/23/2026
Jamison Merrick	Approved - 01/23/2026
City Management Office	Final Approval - 01/26/2026

RESOLUTION NO. R-2026-_____

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PHARR,
TEXAS, AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO
THE OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE, BORDER ZONE
FIRE DEPARTMENTS (BZFD) GRANT PROGRAM, FY2027**

WHEREAS, the City Commission of the City of Pharr, Texas, finds that providing professional fire department services with specialized equipment and operational resources is essential to protecting public safety and supporting emergency response activities within the Texas-Mexico border region; and

WHEREAS, the City of Pharr Fire Department seeks to participate in the **Border Zone Fire Departments (BZFD), FY2027 Grant Program** for the project period beginning **September 1, 2026** and continuing for a period not to exceed 12 months, to acquire specialized equipment such as cameras, enhanced emergency response tools, maintenance resources, and related supplies; and

WHEREAS, the purpose of the Border Zone Fire Departments (BZFD) program is to provide grants to professional fire departments along the Texas-Mexico border region for specialized equipment, maintenance, and medical supplies to support emergency services associated with border security activities and deterring crime within the geographic area defined by Article IX, Section 7.10 of the Texas General Appropriations Act; and

WHEREAS, the City Commission authorizes the submission of a grant application to the **Office of the Governor — Public Safety Office** for FY2027 funding under the Border Zone Fire Departments (BZFD) Grant Program, to be administered through the State's eGrants system; and

WHEREAS, the City Commission agrees that, if required by the grant award, the City of Pharr shall provide any applicable matching funds in accordance with the grant conditions; and

WHEREAS, the City Commission affirms that, in the event of loss or misuse of grant funds awarded by the Office of the Governor, Public Safety Office, the City of Pharr shall ensure that all funds are promptly returned in full in accordance with grant requirements; and

WHEREAS, the City Commission designates the **Fire Chief** (or their designee) as the **Authorized Official** for this grant, with the authority to apply for, accept, reject, modify, or terminate the grant and to execute all related documents on behalf of the City of Pharr; and

WHEREAS, the City Commission designates the **City Finance Director, or designee**, as the **Financial Officer**, authorized to submit required financial and performance reports and to make approved budgetary adjustments in accordance with grant requirements.

NOW, THEREFORE, BE RESOLVED BY THE CITY COMMISSION OF THE CITY OF PHARR, TEXAS, THAT:

1. The submission of the **Border Zone Fire Departments (BZFD) Grant Program (FY2027)** application to the **Office of the Governor — Public Safety Office** is hereby approved; and
2. City staff are authorized to take all actions necessary to carry out the intent of this resolution and to comply with all applicable grant requirements.

PASSED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF PHARR, TEXAS, THIS _____ DAY OF JANUARY 2026.

ATTEST:

CITY OF PHARR:

Imelda Perez, City Clerk

Ambrosio Hernandez, Mayor

C e r t i f i c a t i o n

The State of Texas

**County of Hidalgo
City of Pharr**

*I, **Imelda Perez**, the duly appointed City Clerk of the City of Pharr, Texas, hereby certify that the above text constitutes an accurate and authentic copy of the original Resolution duly passed and adopted by the City Commission of the City of Pharr of the City of Pharr, Texas, on the ____ day of January 2026, AD.*

(Resolution No. _____)

In witness whereof, I affix my official signature and imprint the seal of the City of Pharr, Texas, this ____ day of January 2026, AD.

City of Pharr

Imelda Perez, City Clerk



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 6.D.

DATE SUBMITTED: January 16, 2026

MEETING DATE: February 2, 2026

FROM: Napoleon Coca, Director

DEPARTMENT: GMCD

DIRECTOR: Napoleon Coca

Agenda Item: Consideration and action, if any, on Resolution authorizing the submission of a Rifle-Resistant Body Armor Grant Program FY2027 application to the Office of the Governor – Public Safety Office for the City of Pharr Police Department, designating authorized representatives, and certifying compliance with all applicable grant requirements. **This item supports SSC - Safe and Secure Community.**

Classification: Regular

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

Issue: Authorization is requested to submit a FY2027 Rifle-Resistant Body Armor Grant Program application to enhance officer safety and public safety.

Fiscal Consideration: There is no fiscal impact to the City’s General Fund at this time. No financial commitment is required unless the grant is awarded.

Staff Recommendation: Staff recommends as presented

Alternatives: No alternatives being presented

Exclude Material from Public Packet? No

Reason: None

ROUTING:

Napoleon Coca

Created/Initiated - 01/16/2026

Napoleon Coca

Approved - 01/16/2026

Melanie Cano

Approved - 01/23/2026

Ricardo Rodriguez

Approved - 01/23/2026

Jamison Merrick

Approved - 01/23/2026

City Management Office

Final Approval - 01/26/2026

RESOLUTION NO. R-2026-_____
**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PHARR,
TEXAS, AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO
THE OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE, RIFLE-
RESISTANT BODY ARMOR GRANT PROGRAM, FY2027**

WHEREAS, the City Commission of the City of Pharr, Texas, finds that the protection of public safety and the safety of law enforcement officers are essential to the health, safety, and welfare of the community; and

WHEREAS, the City of Pharr Police Department seeks to enhance officer safety through participation in the **Rifle-Resistant Body Armor Grant Program** for the project period **October 1, 2026 through September 30, 2027**; and

WHEREAS, the purpose of the **Rifle-Resistant Body Armor Grant Program** is to provide funding for the acquisition of rifle-resistant body armor for local law enforcement officers to reduce the risk of injury or death in the line of duty; and

WHEREAS, the City Commission authorizes the submission of a grant application to the **Office of the Governor – Public Safety Office** for FY2027 funding under the **Rifle-Resistant Body Armor Grant Program**, to be administered through the State of Texas eGrants system; and

WHEREAS, the City Commission agrees that, if required by the grant award, the City of Pharr shall provide any applicable matching funds in accordance with grant requirements; and

WHEREAS, the City Commission affirms that, in the event of loss or misuse of grant funds awarded by the Office of the Governor, Public Safety Office, the City of Pharr shall ensure that all funds are promptly returned in full in accordance with grant conditions; and

WHEREAS, the City Commission designates the **Chief of Police** as the **Authorized Official** for this grant, with the authority to apply for, accept, reject, modify, or terminate the grant and to execute all related documents on behalf of the City of Pharr; and

WHEREAS, the City Commission designates the **City Finance Director, or designee**, as the **Financial Officer**, authorized to submit required financial and performance reports and to make approved budgetary adjustments in accordance with grant requirements.

**PASSED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF PHARR,
TEXAS, THIS _____ DAY OF JANUARY 2026.**

ATTEST:

Imelda Perez, City Clerk

CITY OF PHARR:

Ambrosio Hernandez, Mayor

C e r t i f i c a t i o n

The State of Texas

**County of Hidalgo
City of Pharr**

I, Imelda Perez, the duly appointed City Clerk of the City of Pharr, Texas, hereby certify that the above text constitutes an accurate and authentic copy of the original Resolution duly passed and adopted by the City Commission of the City of Pharr of the City of Pharr, Texas, on the ____ day of January 2026, AD.

(Resolution No. _____)

In witness whereof, I affix my official signature and imprint the seal of the City of Pharr, Texas, this ____ day of January 2026, AD.

City of Pharr

Imelda Perez, City Clerk



AGENDA MEMORANDUM



BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 6.E.

DATE SUBMITTED: January 21, 2026

MEETING DATE: February 2, 2026

FROM: Will Borowski, Golf Director

DEPARTMENT: Golf

DIRECTOR: Will Borowski

Agenda Item: Consideration and action, if any, on Resolution appointing/reappointing one (1) member to the Tierra Del Sol Golf Advisory Board. **This item supports SG - Sound Governance and Fiscal Sustainability.**

Classification: Regular

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

Issue: The term for Ricardo Medina will expire February 17, 2026. Therefore, the appointment/re-appointment of one member is needed at this time.

Fiscal Consideration: NA

Staff Recommendation: Staff recommends appointing/reappointing one (1) member.

Alternatives: NA

Exclude Material from Public Packet? No

Reason: NA

ROUTING:

Will Borowski

Created/Initiated - 01/21/2026

Will Borowski

Approved - 01/23/2026

City Management Office

Final Approval - 01/23/2026

STATE OF TEXAS { }

COUNTY OF HIDALGO { }

CITY OF PHARR { }

RESOLUTION
NO: R-2026-

WHEREAS, in accordance with city ordinance, Chapter 90, Article II, Section 99-23, has created and appointed Tierra del Sol Golf Club Advisory Board composed of nine members who shall be residents of the City of Pharr and serve a term of two and three years. Any member of the Committee may be reappointed by the City Commission upon completion of a full term.

WHEREAS, the term of Ricardo Medina (3-year term) expires on February 17, 2026;

WHEREAS, the appointment/re-appointment of one (1) member needs to be made at this time; and such Board member shall perform his duties as may be prescribed by ordinance or state law.

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

The following person is hereby appointed as member of the Tierra Del Sol Golf Club Advisory Board.

NAME:

LENGTH OF TERM

1.

3-Year Term (to expire on 02/17/2029)

PASSED AND APPROVED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR on this the 2nd day of February, 2026.

CITY OF PHARR

AMBROSIO HERNANDEZ, MAYOR

ATTEST:

IMELDA PEREZ, CITY CLERK



AGENDA MEMORANDUM



BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 6.F.

DATE SUBMITTED: January 22, 2026

MEETING DATE: February 2, 2026

FROM: Abel Molina, Special Events
Director

DEPARTMENT: Special Events

DIRECTOR: Abel Molina

Agenda Item: Consideration and action, if any, on Resolution authorizing the City of Pharr to enter into an agreement with the Texas Department of Transportation for street closures of state roadways for 2026 public events. **This item supports QL - Quality of Life.**

Classification: Public Hearing

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

Issue: The City hosts multiple special events throughout the year that require temporary street closures on state-maintained roadways. An agreement with the Texas Department of Transportation (TxDOT) is required to authorize these closures for City of Pharr events scheduled during the 2026 fiscal year.

Fiscal Consideration: n/a

Staff Recommendation: Staff recommends approval of the TxDOT agreement for 2026 City event street closures.

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Abel Molina
Hilda Pedraza
City Management Office

Created/Initiated - 01/22/2026
Approved - 01/27/2026
New -

RESOLUTION R-2026-__

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

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

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

That the closure of South U.S. 281 and East Old Business 83 for the purpose of conducting the 20th Annual St. Patrick's Day 5K Run/Walk on Saturday, March 7, 2026, from 6:00 a.m. to 1:00 p.m.; and

That the closure of US 281 (Cage Boulevard) from Clark Avenue to Kelly Avenue and Old Business 83 from Bluebonnet St to Birch St for the Avocado Festival from Tuesday, October 6, 2026, at 7:00 a.m. until Sunday, October 11, 2026, at 11:59 p.m.; and

The closure of South U.S. 281 (Cage Boulevard) and East Old Business 83 for the purpose of conducting the first Nightmare on Cage 5K Run/Walk on Saturday, October 24, 2026, from 12:00 p.m. until 11:59 p.m.; and

That the closure of US 281 (Cage Boulevard) from Polk Avenue to Kelly Ave for the Veterans Day Parade from Saturday, November 7, 2026, from 8:00 a.m. until 9:00 p.m.; and

That the closure of US 281 (Cage Boulevard) from Clark Avenue to Kelly Avenue and Old Business 83 from Bluebonnet St to Birch St for the Christmas Winter Wonderland from Thursday, December 3, 2026, at 7:00 a.m. until Saturday, December 5, 2026, at 11:00 a.m.; and

That the closure of US 281 (Cage Boulevard) from Clark Avenue to Kelly Avenue and Old Business 83 from Bluebonnet St to Birch St for the New Year's Eve Ball Drop from Tuesday, December 29, 2026, at 6:00 a.m. until Friday, January 1, 2027, at 11:59 p.m.

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 _____ day of _____, 2026, by the Board of Commissioners of the City of Pharr, Texas.

CITY OF PHARR

AMBROSIO HERNANDEZ, MAYOR

ATTEST:

IMELDA PEREZ, CITY CLERK



AGENDA MEMORANDUM



BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 7.A.

DATE SUBMITTED: January 23, 2026

MEETING DATE: February 2, 2026

FROM: Melanie Cano, Assistant City Manager

DEPARTMENT: Golf

DIRECTOR: Will Borowski

Agenda Item: Presentation on golf course improvements and renovation updates. **This item supports QL - Quality of Life.**

Classification: Closed Session

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

Issue: Updates on the golf course improvements and upcoming renovation plans.

Fiscal Consideration: N/A

Staff Recommendation: No action needed.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Melanie Cano
Will Borowski
Ricardo Rodriguez
City Management Office

Created/Initiated - 01/23/2026
Approved - 01/23/2026
Approved - 01/23/2026
Final Approval - 01/23/2026



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 8.A.

DATE SUBMITTED: January 26, 2026

MEETING DATE: February 2, 2026

FROM: Patrizia Longoria, City Engineer

DEPARTMENT: Engineering

DIRECTOR: Patrizia Longoria

Agenda Item: Consideration and action, if any, awarding the Construction Management Services Agreement to Brownstone Consultants, LLC for the DAP FY2016 Commercial Parking Lot Project. **This item supports IF - Infrastructure (ENGINEERING)**

Classification: Regular

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

Issue: Staff selected Brownstone Consultants, LLC from the City's approved rotation list of professional service respondents and requested a proposal for Construction Management Services for the DAP FY2016 Commercial Parking Lot Project for the remaining 8 months of the project. (Project No. 2425-01-528-S24-179-A)

Fiscal Consideration: This item is budgeted for \$246,463.00.

Staff Recommendation: Staff recommends approval of the Construction Management Services Agreement with Brownstone Consultants, LLC for the DAP FY2016 Commercial Parking Lot Project.

Alternatives: N/A

Exclude Material from Public Packet? No

Reason: N/A

ROUTING:

Patrizia Longoria	Created/Initiated - 01/26/2026
Patrizia Longoria	Approved - 01/26/2026
Ricardo Rodriguez	Approved - 01/26/2026
Sabrina Solis	Approved - 01/27/2026
Maritza Magallan	Approved - 01/27/2026
Jamison Merrick	Approved - 01/27/2026
City Management Office	New -

January 21, 2026

City of Pharr
Dr. Jonathan B. Flores
City Manager
118 S. Cage Blvd.
Pharr, TX 78577

Re: Commercial Vehicle Parking Area Project CSJ: 0921-02-423 – Brownstone Consultants LLC Proposal for Construction Management Services

Dear Dr. Flores,

Attached is Brownstone's proposal to provide Construction Management Services to the City of Pharr to complete the Commercial Vehicle Parking Area (CVP) Project. Brownstone Consultants is committed to providing quality assurance and oversight as the City of Pharr representative to complete the project and continue working closely with TxDOT and other key stakeholders.

This proposal reflects the current project schedule and construction documents. As you are aware, the CVP Project is already in construction and is being overseen by the City of Pharr Staff. Due to unforeseen conditions and challenges, the City of Pharr has requested that Brownstone provide additional support to assist with limited construction management services and ensure continued compliance with all applicable federal and state requirements.

To maintain the necessary level of service and support through the end of construction, our proposal includes provisions to partially staff the project at approximately one and a half full-time equivalents (FTEs) through September 2026.

We respectfully request your consideration and approval of the proposed contract and associated fees, so that we may support the City with the level of dedication and responsiveness this project requires.

Thank you for the opportunity to continue serving the City of Pharr. Please do not hesitate to reach out with any questions or to discuss any portion of the proposal in more detail.

Sincerely,



Carlos Del Angel, PMP, CCM
Managing Partner
Brownstone Consultants LLC

PROPOSAL

Brownstone Consultants LLC is pleased to submit its proposal to provide limited Construction Management Services for the Commercial Vehicle Parking Project in Pharr, Texas. This proposal is based on the following project assumptions.

| ASSUMPTIONS

1. The City of Pharr will provide final construction documents, project contract, and all the prior project records for our review and use for project management purposes.
2. The Scope of Services provided by Brownstone Consultants is limited to the scope of services included in Exhibit B.
3. The project location is 10200 S. Juniper St.
4. The total contract amount is \$11,888,058.76
5. The project follows the TxDOT standard 5-day work week.
6. The City of Pharr will continue to maintain the project records, and Brownstone will assist them in maintaining everything in compliance with TxDOT requirements.
7. NM Contracting LLC is the selected contractor for the project.
8. The City of Pharr procured an independent CMT (MEG) Firm and will allow Brownstone to coordinate with them for project testing requirements.
9. Brownstone estimates a remaining construction duration of 8 months. If the project exceeds the preliminary timeline, a proposal will be submitted to cover additional expenses.
10. The project consists of constructing a Commercial Vehicle Parking area that uses State and Federal funds.
11. The project records are up to date, and there are no contractor claims or legal action pending.

| SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT

Refer to Exhibit A for a complete scope of services.

| SCOPE OF SERVICES TO BE PROVIDED BY THE OWNER

Refer to Exhibit B for a complete scope of services.

| PROJECT SCHEDULE

Please refer to Exhibit C for the execution plan/project schedule.

| BASE FEE TOTAL

Stipulated Sum Fee of **Two Hundred Forty-Six Thousand, Four Hundred Sixty-Three Dollars and 00/100 (\$246,463.00).**

Please refer to Exhibit D (Standard Labor Rates) & D-1 (Fee Schedule).

| PAYMENT SCHEDULE

Please refer to Exhibit E for the payment schedule of values.

| ADDITIONAL SERVICES

Any services not stated in this proposal will constitute an additional service and will be billed at our hourly fee schedule (reference Exhibit D) or by separate proposal.

| EXCLUSIONS

This proposal excludes the following services:

- Architectural or Engineering Design Services
- Site Surveys and Platting
- Construction Materials Testing
- Environmental and Geotechnical Testing
- Commissioning

Should you have any questions regarding this proposal, do not hesitate to call me at (956) 307-3057.

Sincerely,



Carlos Del Angel, PMP, CCM
Managing Partner

EXHIBIT A – SCOPE OF SERVICES

1) Procurement Phase

- a) Assist the City of Pharr Purchasing & Engineering Departments in the preparation of bid documents. Bid documents will include, but are not limited to; bid advertisement, general conditions, special conditions, notices, bid tabulations, bid forms, etc.
- b) Contractor outreach and prequalification of Contractors. Brownstone will identify and conduct outreach to contractors who have the capacity and resources to successfully complete a project of this size and scope. Brownstone will develop an outreach log to document contractors and project interest.
- c) Coordinate and Conduct Pre-Bid Conference. Brownstone will assist the Engineer and the City of Pharr develop the meeting agenda and conduct/participate in the pre-bid conference.
- d) Assist in the development of responses to Contractors Pre-Bid questions. Brownstone will coordinate the receipt of questions from Contractors and ensure they are responded to prior to the deadline. Brownstone will assist the City of Pharr procurement department in developing and issuing the addendum with all questions and their respective responses.
- e) Coordinate the issuance of any Addendum(a) – Brownstone will coordinate the issuance of any addendum with the key stakeholders and ensure that any required concurrences are received prior to issuance.
- f) Bid Opening, Tabulation, Review and Analysis – Brownstone will be present at the bid opening and will document all bids received. Brownstone will review all responsive bids and prepare a bid tabulation indicating the bid prices for each item for each bidder along with the estimated prices for each bid. We will then analyze the bids for reasonable conformance to the estimated prices to determine if the contract should be awarded or if all bids should be rejected.
- g) Prepare formal recommendation letter and any state agency concurrence letters required (if applicable).
- h) Assist in contract development. – Brownstone will assist the City of Pharr’s Purchasing Department in developing and compiling all required contract documents in compliance with TxDOT’s local government development procedures.
- i) Updates to Project Budget. – After project letting, Brownstone will update the Total Project Cost (TPC) to include the construction contract amount. The project management information system (PMIS) budget module will also be updated to include the contractor’s schedule of values (SOV).
- j) Updates to Project Schedule. - After project letting, Brownstone will update the overall project schedule to include the contractor’s detailed construction schedule. The project management information system (PMIS) schedule module will also be updated to include the contractor’s detailed construction schedule.
- k) Develop and distribute monthly reports to Owner – On or around the 10th of every month, Brownstone will distribute a monthly report to the Owner detailing all project information and activities from the previous month. The monthly report will include but is not limited to executive summary, issues, budget, schedule, tasks, and thirty-day look ahead.
- l) Assist in the procurement of other project consultants – Brownstone will assist in the selection and procurement of other required project consultants. These consultants include but are not limited to, construction materials testing, furniture, commissioning, and AVIT.
- m) Meetings and Coordination for Project Development – Brownstone will conduct both scheduled and impromptu meetings with the City of Pharr and other stakeholders throughout all phases of the project. These meetings include bi-weekly project status meetings, monthly updates to executive management, monthly bridge board meetings, meetings with various city

EXHIBIT A – SCOPE OF SERVICES

departments, meetings with the design team, internal meetings, and any required site visits prior to construction.

2) Construction Phase

- a) Attend the project coordination meeting – Brownstone will assist the City of Pharr in organizing and facilitating the project coordination meeting with TxDOT.
- b) Organize and facilitate a Pre-Construction Conference – Brownstone will assist the City of Pharr in organizing and facilitating a Pre-Construction Conference with all parties, including TxDOT.
- c) Develop and coordinate issuance of NTP. – Brownstone will assist the City of Pharr in developing and issuing the Notice to Proceed (NTP) letter. We will ensure that all contract execution requirements have been met prior to issuing the NTP and that the NTP letter contains the date of commencement and the method of time charges.
- d) Assist the City of Pharr in administering the construction contract. To include:
 - i) Environmental Compliance
 - (1) Monitor the project for environmental commitments as noted in the EPIC sheets.
 - (2) Perform site inspections of implemented SW3P controls.
 - (3) Ensure the contractor maintains and revises SW3P devices as warranted in the field and per the plans.
 - ii) Records Organization and Retention (Record Keeping) – Brownstone will **ASSIST in the creation** of an organization system at the beginning of the project **to allow the city to properly** store documents as they are received. An electronic folder filing system will be created for each required element of the project. This will include but is not limited to, RFI's, Submittals, DBE, SW3P, Shop Drawings, Transmittals, etc.
 - iii) Specification Compliance – Brownstone will ensure that the contract elements included in the P, S, & E and the bid documents are adhered to by the selected Contractor.
 - iv) Davis Bacon Oversight
 - (1) Review payment statements for completeness and certification.
 - (2) Conduct employee interviews.
- e) Ensure subcontractor compliance. To include but not limited to:
 - i) Approve subcontracts and retain copies for the project files.
 - ii) Assure the subcontractor is not debarred.
 - iii) Monitor the prime contract self-performance requirement.
- f) Attend bi-weekly construction meetings and assist the City with action items -
- g) Daily Site Visits to monitor and record construction activities. Daily reports will be developed using the Raken/Appia App Software and will be distributed to the team at predetermined intervals.
 - i) Develop daily reports documenting the following:
 - (1) Safety
 - (2) Location
 - (3) Weather
 - (4) Crews - Manpower
 - (5) Material on Hand (Quantities)
 - (6) Equipment
 - (7) Images (Progress Photos)
 - (8) Production
 - (9) Issues

EXHIBIT A – SCOPE OF SERVICES

- (10)As-builts Review
- (11)Quality Assurance
- (12)Delays
- (13)SW3P
- (14)Traffic Control Compliance
- (15)Non- project Visitors
- (16)Construction Material Testing (if applicable)
- h) Monthly aerial project progress photos.
- i) Quality Assurance Program – Implement the City of Pharr’s adopted quality assurance program to ensure the materials and workmanship incorporated into the project are in conformance with the approved plans and specifications.
- j) Assist the City of Pharr with the change management process. Review Contract Change Directives (CCD's) and Proposed Change Orders (PCO's). Prepare and process Contingency Expenditure Authorizations (CEA's) and Change Orders for Owner (CO's) as needed.
- k) Coordinate construction material testing and review CMT reports. Develop failed test log to ensure deficiencies are cleared and retest are charged to the Contractor.
- l) Perform QA reviews of applications for payment, execute and distribute to the City.
- m) Updates to Project Budget. - After construction starts, Brownstone will update the Total Project Cost (TPC) monthly to include work completed to date. The project management information system (PMIS) budget module will also be updated to include the contractor’s most recent application for payment.
- n) Updates to Project Schedule. - After construction starts, Brownstone will update the overall project schedule monthly to include the contractor’s scheduled activities. The project management information system (PMIS) schedule module will also be updated.
- o) Develop and distribute monthly report to Owner. – The report is limited to completed tasks and ongoing activities summary.
- p) Meetings and Coordination for Project Development. - Brownstone will **attend** both scheduled meetings and impromptu meetings with the City of Pharr and other stakeholders throughout all phases of the project. These meetings include bi-weekly project status meetings, monthly updates to executive management, monthly bridge board meetings, meetings with various city departments, meetings with the design team, internal meetings, and any required site visits prior to construction.
- q) Participate in the development of the punch-list and make recommendations on the issuance of certificates of substantial completion.

3) Post-Construction Phase

- a) Conduct final inspections with Contractor and City personnel. Participate in and make recommendations on the issuance of the certificate of final completion.
- b) Ensure that the efforts of City departments are coordinated with the Contractor activities.
- c) Manage and facilitate the implementation of all commissioning processes through project completion.
- d) Assist in coordinating equipment installation as requested by the City and key stakeholders.
- e) Administer post construction close-out, start-up, and transition to operation including ensuring receipt of all operations and maintenance manuals, warranties, and as-built drawings.
- f) Attend and video record (if applicable) all equipment trainings. All videos will be catalogued in the close out documents.

EXHIBIT A – SCOPE OF SERVICES

- g) Expedite final Project close out and approval for final payment and assist in all post construction dispute resolution as necessary.
- h) Coordinate “as-built” drawings with the contractor and Architect/Engineer of record.
- i) Assist the City in the Review of close-out requirements and documentation submitted by the Contractor.
- j) Assist the City to allow them to issue final reconciliation change order and provide recommendation for final payment.

EXHIBIT B
SCOPE OF SERVICES TO BE PROVIDED BY OWNER

In addition to other responsibilities of the Owner, as set forth in the Agreement, the Owner shall:

1. Provide the Consultant with information as to the Owner's requirements for the project, including design objectives and constraints, space, capability, and performance requirements, security needs, flexibility, expandability, and budgetary limitations.
2. Furnish copies of the Owner's standard forms, conditions, and related documents for inclusion in the project, when applicable.
3. Furnish Consultant any other available information pertinent to the Project, including any reports and data relative to previous design efforts, or investigations at or adjacent to the Site.

EXHIBIT C CVP AREA PROJECT EXECUTION PLAN / PROJECT SCHEDULE

ID	Task Mode	Task Name	Duration	Start	Finish	4, 2023 Nov	Qtr 1, 2024 Dec	Qtr 2, 2024 Jan	Qtr 3, 2024 Feb	Qtr 4, 2024 Mar	Qtr 1, 2025 Apr	Qtr 2, 2025 May	Qtr 3, 2025 Jun	Qtr 4, 2025 Jul	Qtr 1, 2026 Aug	Qtr 2, 2026 Sep	Qtr 3, 2026 Oct
1		Bstone Procurement Phase	30 days	Thu 1/1/26	Fri 1/30/26												
2		Construction Phase	211 days	Mon 2/2/26	Mon 8/31/26												
3		Post Construction	30 days	Tue 9/1/26	Wed 9/30/26												



Task		Inactive Task		Manual Summary Rollup		External Milestone	
Split		Inactive Milestone		Manual Summary		Deadline	
Milestone		Inactive Summary		Start-only		Progress	
Summary		Manual Task		Finish-only		Manual Progress	
Project Summary		Duration-only		External Tasks			

EXHIBIT D-1

Construction Management Services - Fee Proposal - Brownstone

Direct (Billable) Hours / Year	1920		FEE SUMMARY		
Annual Hourly Rate Increase	3.0%		Year	Hours	CM Fee
Hours per Month	160		2023	-	\$ -
			2024	-	\$ -
			2025	-	\$ -
			2026	1,920	\$ 240,367
Construction Management Team			Sub-Total Billable Hourly Fee		
				\$	240,367
Role	Rate 2026		DIRECT EXPENSES		
Principal in Charge / Executive	\$ 295.01		TYPE	UNIT	TOTAL
Senior Project Manager (PMP/CCM/PE)	\$ 246.79		Utility Vehicle	month	
Project Manager (CCM/EIT)	\$ 198.56		Drone Flights	hour	\$ 4,000
Assistant Project Managers/Engineers			mileage	mile	\$ 2,096
Assistant Project Manager	\$ 119.14		Sub-Total Direct Expenses		
Project Engineers	\$ 113.47				\$ 6,096
Support Team			Total		
Sr. Construction Inspector	\$ 119.14				\$ 246,463
Construction Inspector	\$ 102.12				
Record Keeper	\$ 90.77				
Unmanned Aircraft System (UAS) Pilot - Drone	\$ 85.10				
Project Control Specialist	\$ 73.75				
Admin/Clerical	\$ 68.08				

2026																
Role	Rate	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Total Hrs	Amount	
		FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE			
Principal in Charge / Executive	\$ 295.01		0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05				64	\$ 18,881	
Senior Project Manager (PMP/CCM/PE)	\$ 246.79		0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10				128	\$ 31,589	
Project Manager (CCM/EIT)	\$ 198.56													-	\$ -	
Sr. Construction Inspector	\$ 119.14		1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00				1,280	\$ 152,499	
Construction Inspector	\$ 102.12													-	\$ -	
Record Keeper	\$ 90.77		0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20				256	\$ 23,237	
Unmanned Aircraft System (UAS) Pilot - Drone	\$ 85.10		0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05				64	\$ 5,446	
Admin/Clerical	\$ 68.08		0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10				128	\$ 8,714	
														-	\$ -	
Total		-	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	-	-	-	1,920	\$ 240,367	
Avg. Monthly Hours/Billing														384	\$ 30,046	
														\$	\$	\$

2027																
Role	Rate	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Total Hrs	Amount	
		FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE			
Principal in Charge / Executive	\$ 295.01													-	\$ -	
Senior Project Manager (PMP/CCM/PE)	\$ 246.79													-	\$ -	
Project Manager (CCM/EIT)	\$ 198.56													-	\$ -	
Sr. Construction Inspector	\$ 119.14													-	\$ -	
Construction Inspector	\$ 102.12													-	\$ -	
Record Keeper	\$ 90.77													-	\$ -	
Unmanned Aircraft System (UAS) Pilot - Drone	\$ 85.10													-	\$ -	
Admin/Clerical	\$ 68.08													-	\$ -	
Total		-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	
Avg. Monthly Hours/Billing														-	\$ -	
														\$	\$	\$



Exhibit "E"

PAYMENT SCHEDULE OF VALUES

INV #	Month/Year	Monthly	Cumulative	Project Phase
	Dec-25	\$ -	\$ -	Construction
	Jan-26	\$ -	\$ -	Construction
1	Feb-26	\$ 30,808	\$ 30,808	Construction
2	Mar-26	\$ 30,808	\$ 61,616	Construction
3	Apr-26	\$ 30,808	\$ 92,424	Construction
4	May-26	\$ 30,808	\$ 123,231	Construction
5	Jun-26	\$ 30,808	\$ 154,039	Construction
6	Jul-26	\$ 30,808	\$ 184,847	Construction
7	Aug-26	\$ 30,808	\$ 215,655	Construction
8	Sep-26	\$ 30,808	\$ 246,463	Post-Construction
9	Oct-26			
10	Nov-26			
11	Dec-26			

BY AND BETWEEN THE CITY OF PHARR, AS OWNER, AND BROWNSTONE CONSULTANTS LLC AS
CONSTRUCTION MANAGER FOR THE CVP PROJECT



AGENDA MEMORANDUM

BOARD: BOARD OF COMMISSIONERS

AGENDA ITEM #: 8.B.

DATE SUBMITTED: January 26, 2026

MEETING DATE: February 2, 2026

FROM: Patrizia Longoria, City Engineer

DEPARTMENT: Engineering

DIRECTOR: Patrizia Longoria

Agenda Item: Consideration and action, if any, on Amendment Number 3 to extend contract time to June 2026 in the amount of \$271,122.00 to the Construction Management Agreement with Brownstone Consultants, LLC for the Pharr International Bridge Expansion Project. **This item supports IF - Infrastructure (ENGINEERING)**

Classification: Regular

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

Issue: The PIB - Expansion Project completion date has been extended to June 2026 due to delays associated with the Hidalgo County Irrigation District Number 2 accommodation project. Where the irrigation canal is being relocated underground. The presence of the necessary infrastructure interrupted the original bridge project construction sequence. Amendment Number 3 will extend contract time by four (4) months to June 2026 and in the amount of \$271,122.00 for the completion of the construction of the PID Bridge Expansion Project.

Fiscal Consideration: Ammendment #3: \$271,122.00

Staff Recommendation: Staff recommends approval of amendment number 3 to extend contract time by four (4) months to June 2026 and in the amount of \$271,122.00 for the completion of the construction of the PID Bridge Expansion Project.

Alternatives: n/a

Exclude Material from Public Packet? No

Reason: n/a

ROUTING:

Patrizia Longoria

Created/Initiated - 01/26/2026

Patrizia Longoria

Approved - 01/26/2026

Ricardo Rodriguez

Approved - 01/26/2026

Maritza Magallan

Approved - 01/27/2026

Jamison Merrick

Approved - 01/27/2026

City Management Office

New -

January 26, 2026

City of Pharr
Dr. Jonathan B. Flores
City Manager
118 S. Cage Blvd.
Pharr, TX 78577

Re: Pharr International Bridge Expansion Project – Brownstone Consultants LLC Proposal for Construction Management Services Extension (Amendment No. 3)

Dear Dr. Flores,

Attached is Brownstone's proposal to continue to provide Construction Management Services to the City of Pharr to complete the Pharr International Bridge Expansion Project. Brownstone Consultants remains committed to providing quality assurance and oversight as the City of Pharr representative to complete the project and continue working closely with TxDOT, International Boundary and Water Commission (IBWC), Customs and Border Protection (CBP), and other key stakeholders.

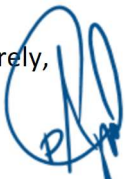
This proposal reflects the current project schedule and construction documents. As you are aware, the current completion date has been extended to June 2026 due to delays associated with the Hidalgo County Irrigation District No. 2's accommodation project. The presence of temporary irrigation infrastructure within the work zone has significantly impacted project sequencing. Nonetheless, our team has worked proactively to mitigate these impacts and minimize the duration of the delays.

To maintain the necessary level of service and support through the end of construction, our proposal includes provisions to continue staffing at approximately three and a half full-time equivalents (FTEs) through June 2026.

We respectfully request your consideration and approval of the proposed contract amendment and associated fees, so that we may continue to support the City with the level of dedication and responsiveness this project requires.

Thank you for the opportunity to continue serving the City of Pharr. Please do not hesitate to reach out with any questions or to discuss any portion of the proposal in more detail.

Sincerely,



Carlos Del Angel, PMP, CCM
Managing Partner
Brownstone Consultants LLC

PROPOSAL

Brownstone Consultants LLC is pleased to submit its proposal to continue providing Construction Management Services for the Pharr International Bridge Expansion Project in Pharr, Texas. This proposal is based on the following project assumptions.

| ASSUMPTIONS

1. The Hidalgo County Irrigation District No. 2 will remove the conflicting infrastructure by February to allow our project to continue.
2. The 100 % PS&E package provided by SEA has been reviewed and approved by TxDOT, FHWA, and all Authorities Having Jurisdiction (AHJs) and are the final plans that will be used for construction.
3. IOC will remain as the contractor for the construction of this project.
4. SEA is the design engineer of record, and they have time allocated for their specific construction administration tasks.
5. Brownstone estimates a remaining construction duration of 4 months.
6. The project consists of construction on the United States side. The Mexican construction oversight is **NOT** included.
7. Our proposal is based on a 5-day work week.

| SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT

Refer to Exhibit A for a complete scope of services.

| SCOPE OF SERVICES TO BE PROVIDED BY THE OWNER

Refer to Exhibit B for a complete scope of services.

| PROJECT SCHEDULE

Please refer to Exhibit C for the execution plan/project schedule.

| BASE FEE TOTAL

Stipulated Sum Fee of **Two Hundred Seventy-One Thousand, One Hundred Twenty-two Dollars and 00/100 (\$271,122.00).**

Please refer to Exhibit D (Standard Labor Rates) & D-1 (Fee Schedule).

| PAYMENT SCHEDULE

Please refer to Exhibit E for the payment schedule of values.

| ADDITIONAL SERVICES

Any services not stated in this proposal will constitute an additional service and will be billed at our hourly fee schedule (reference Exhibit D) or by separate proposal.

| EXCLUSIONS

This proposal excludes the following services:

- Architectural or Engineering Design Services
- Site Surveys and Platting
- Construction Materials Testing
- Environmental and Geotechnical Testing
- Commissioning

Should you have any questions regarding this proposal, do not hesitate to call me at (956) 307-3057.

Sincerely,



Carlos Del Angel, PMP, CCM
Managing Partner

EXHIBIT A – SCOPE OF SERVICES

1) Procurement Phase

- a) Assist the City of Pharr Purchasing & Engineering Departments in the preparation of bid documents. Bid documents will include, but are not limited to; bid advertisement, general conditions, special conditions, notices, bid tabulations, bid forms, etc.
- b) Contractor outreach and prequalification of Contractors. Brownstone will identify and conduct outreach to contractors who have the capacity and resources to successfully complete a project of this size and scope. Brownstone will develop an outreach log to document contractors and project interest.
- c) Coordinate and Conduct Pre-Bid Conference. Brownstone will assist the Engineer and the City of Pharr develop the meeting agenda and conduct/participate in the pre-bid conference.
- d) Assist in the development of responses to Contractors Pre-Bid questions. Brownstone will coordinate the receipt of questions from Contractors and ensure they are responded to prior to the deadline. Brownstone will assist the City of Pharr procurement department in developing and issuing the addendum with all questions and their respective responses.
- e) Coordinate the issuance of any Addendum(a) – Brownstone will coordinate the issuance of any addendum with the key stakeholders and ensure that any required concurrences are received prior to issuance.
- f) Bid Opening, Tabulation, Review and Analysis – Brownstone will be present at the bid opening and will document all bids received. Brownstone will review all responsive bids and prepare a bid tabulation indicating the bid prices for each item for each bidder along with the estimated prices for each bid. We will then analyze the bids for reasonable conformance to the estimated prices to determine if the contract should be awarded or if all bids should be rejected.
- g) Prepare formal recommendation letter and any state agency concurrence letters required (if applicable).
- h) Assist in contract development. – Brownstone will assist the City of Pharr’s Purchasing Department in developing and compiling all required contract documents in compliance with TxDOT’s local government development procedures.
- i) Updates to Project Budget. – After project letting, Brownstone will update the Total Project Cost (TPC) to include the construction contract amount. The project management information system (PMIS) budget module will also be updated to include the contractor’s schedule of values (SOV).
- j) Updates to Project Schedule. - After project letting, Brownstone will update the overall project schedule to include the contractor’s detailed construction schedule. The project management information system (PMIS) schedule module will also be updated to include the contractor’s detailed construction schedule.
- k) Develop and distribute monthly reports to Owner – On or around the 10th of every month, Brownstone will distribute a monthly report to the Owner detailing all project information and activities from the previous month. The monthly report will include but is not limited to executive summary, issues, budget, schedule, tasks, and thirty-day look ahead.
- l) Assist in the procurement of other project consultants – Brownstone will assist in the selection and procurement of other required project consultants. These consultants include but are not limited to, construction materials testing, furniture, commissioning, and AVIT.
- m) Meetings and Coordination for Project Development – Brownstone will conduct both scheduled and impromptu meetings with the City of Pharr and other stakeholders throughout all phases of the project. These meetings include bi-weekly project status meetings, monthly updates to executive management, monthly bridge board meetings, meetings with various city

EXHIBIT A – SCOPE OF SERVICES

departments, meetings with the design team, internal meetings, and any required site visits prior to construction.

2) Construction Phase

- a) Attend the project coordination meeting – Brownstone will assist the City of Pharr in organizing and facilitating the project coordination meeting with TxDOT.
- b) Organize and facilitate a Pre-Construction Conference. – Brownstone will assist the City of Pharr in organizing and facilitating a Pre-Construction Conference with all parties, including TxDOT.
- c) Develop and coordinate issuance of NTP. – Brownstone will assist the City of Pharr in developing and issuing the Notice to Proceed (NTP) letter. We will ensure that all contract execution requirements have been met prior to issuing the NTP and that the NTP letter contains the date of commencement and the method of time charges.
- d) Administer the construction contract. To include but not limited to:
 - i) Environmental Compliance
 - (1) Monitor the project for environmental commitments as noted in the EPIC sheets.
 - (2) Perform site inspections of implemented SW3P controls.
 - (3) Ensure the contractor maintains and revises SW3P devices as warranted in the field and per the plans.
 - ii) Records Organization and Retention (Record Keeping) – Brownstone will create an organization system at the beginning of the project and properly store documents as they are received. An electronic folder filing system will be created for each required element of the project. This will include but is not limited to, RFI's, Submittals, DBE, SW3P, Shop Drawings, Transmittals, etc.
 - iii) Specification Compliance – Brownstone will ensure that the contract elements included in the P, S, & E and the bid documents are adhered to by the selected Contractor.
 - iv) Davis Bacon Implementation and Oversight
 - (1) Review payment statements for completeness and certification.
 - (2) Conduct employee interviews.
- e) Ensure subcontractor compliance. To include but not limited to:
 - i) Approve subcontracts and retain copies for the project files.
 - ii) Assure the subcontractor is not debarred.
 - iii) Monitor the prime contract self-performance requirement.
- f) Conduct/Attend bi-weekly construction meetings -
- g) Daily Site Visits to monitor and record construction activities. Daily reports will be developed using the Raken App Software and will be distributed to the team at predetermined intervals.
 - i) Develop daily reports documenting the following:
 - (1) Safety
 - (2) Location
 - (3) Weather
 - (4) Crews - Manpower
 - (5) Material on Hand (Quantities)
 - (6) Equipment
 - (7) Images (Progress Photos)
 - (8) Production
 - (9) Issues
 - (10) As-builts Review

EXHIBIT A – SCOPE OF SERVICES

- (11)Quality Assurance
- (12)Delays
- (13)SW3P
- (14)Traffic Control Compliance
- (15)Non- project Visitors
- (16)Construction Material Testing (if applicable)
- h) Monthly aerial project progress photos.
- i) Quality Assurance Program – Implement the City of Pharr’s adopted quality assurance program to ensure the materials and workmanship incorporated into the project are in conformance with the approved plans and specifications.
- j) Coordinate change management process. Review Contract Change Directives (CCD's) and Proposed Change Orders (PCO's). Prepare and process Contingency Expenditure Authorizations (CEA's) and Change Orders for Owner (CO's) as needed.
- k) Coordinate construction material testing and review CMT reports. Develop failed test log to ensure deficiencies are cleared and retest are charged to the Contractor.
- l) Perform QA reviews of applications for payment, execute and distribute to the City.
- m) Updates to Project Budget. - After construction starts, Brownstone will update the Total Project Cost (TPC) monthly to include work completed to date. The project management information system (PMIS) budget module will also be updated to include the contractor’s most recent application for payment.
- n) Updates to Project Schedule. - After construction starts, Brownstone will update the overall project schedule monthly to include the contractor’s scheduled activities. The project management information system (PMIS) schedule module will also be updated.
- o) Develop and distribute monthly report to Owner. - On or around the 10th of every month, Brownstone will distribute a monthly report to the Owner detailing all project information and activities from the previous month. The monthly report will include but is not limited to executive summary, issues, budget, schedule, tasks, and thirty-day look ahead.
- p) Meetings and Coordination for Project Development. - Brownstone will conduct both scheduled and impromptu meetings with the City of Pharr and other stakeholders throughout all phases of the project. These meetings include bi-weekly project status meetings, monthly updates to executive management, monthly bridge board meetings, meetings with various city departments, meetings with the design team, internal meetings, and any required site visits prior to construction.
- q) Participate in the development of the punch-list and make recommendations on the issuance of certificates of substantial completion.

3) Post-Construction Phase

- a) Conduct final inspections with Contractor and City personnel. Participate in and make recommendations on the issuance of the certificate of final completion.
- b) Ensure that the efforts of City departments are coordinated with the Contractor activities.
- c) Manage and facilitate the implementation of all commissioning processes through project completion.
- d) Assist in coordinating equipment installation as requested by the City and key stakeholders.
- e) Administer post construction close-out, start-up, and transition to operation including ensuring receipt of all operations and maintenance manuals, warranties, and as-built drawings.
- f) Attend and video record (if applicable) all equipment trainings. All videos will be catalogued in the close out documents.

EXHIBIT A – SCOPE OF SERVICES

- g) Expedite final Project close out and approval for final payment and assist in all post construction dispute resolution as necessary.
- h) Coordinate “as-built” drawings with the contractor and Architect/Engineer of record.
- i) Review close-out requirements and documentation submitted by the Contractor.
- j) Prepare and issue final reconciliation change order and provide recommendation for final payment.

EXHIBIT B
SCOPE OF SERVICES TO BE PROVIDED BY OWNER

In addition to other responsibilities of the Owner, as set forth in the Agreement, the Owner shall:

1. Provide the Consultant with information as to the Owner's requirements for the project, including design objectives and constraints, space, capability, and performance requirements, security needs, flexibility, expandability, and budgetary limitations.
2. Furnish copies of the Owner's standard forms, conditions, and related documents for inclusion in the project, when applicable.
3. Furnish Consultant any other available information pertinent to the Project, including any reports and data relative to previous design efforts, or investigations at or adjacent to the Site.

PIB
Impact Delay Schedule
Amendment 03

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	Qtr 3, 2025	Qtr 4, 2025	Qtr 1, 2026	Qtr 2, 2026	Qtr 3, 2026
1		HCID 2 Bid Opening	0 days	Wed 7/16/25	Wed 7/16/25			7/16				
2		HCID 2 Construction Contract Award	0 days	Thu 8/14/25	Thu 8/14/25	1FS+30 days		8/14	03			
3		HCID 2 Contractor Negotiation and Mobilization	6 days	Fri 8/15/25	Wed 8/20/25	2						
4		HCID 2 Start of Construction	0 days	Mon 9/1/25	Mon 9/1/25	3FS+7 days		9/1				
5		HCID 2 Lateral A Construcion under PIB	106 days	Mon 9/1/25	Mon 12/15/25	4						
6		Existing Bridge Lane Closure	0 days	Mon 12/15/25	Mon 12/15/25	5			12/15			
7		Remove Existing Bridge Overhang and Rail	10 days	Tue 12/16/25	Thu 12/25/25	6						
8		Set traffic control for Traffic Switch	3 days	Tue 12/16/25	Thu 12/18/25	7SS						
9		Set Formwork for Crossover Area	21 days	Thu 12/18/25	Wed 1/7/26	7SS+2 days						
10		Set Steel Reinforcement For Crossover Area	16 days	Fri 12/19/25	Sat 1/3/26	7SS+3 days						
11		Concrete Deck Pour for Crossover Areas	7 days	Mon 1/5/26	Sun 1/11/26	10FS+1 day						
12		Concrete Railing Full Bridge	14 days	Mon 1/19/26	Sun 2/1/26	11FS+7 days						
13		Start Construction of Bent 193 Columns	0 days	Mon 12/15/25	Mon 12/15/25	5			12/15			
14		Bent 193 Columns Cure	14 days	Tue 12/16/25	Mon 12/29/25	13						
15		Set Bent 193 Bent Cap	0 days	Mon 12/29/25	Mon 12/29/25	14			12/29			
16		By-Pass Relocation/Removal	0 days	Fri 2/6/26	Fri 2/6/26					2/6		
17		IBWC Levee Wall Extension (Phase 1B Steps 1 & 2)	43 days	Mon 2/9/26	Mon 3/23/26	16FS+3 days						
18		Set Span 193 Girders	4 days	Tue 3/24/26	Fri 3/27/26	17						
19		Set Span 193 Panels	7 days	Sat 3/28/26	Fri 4/3/26	18						
20		Span 193 Reinforcement	10 days	Sat 4/4/26	Mon 4/13/26	19						
21		Span 193 Bridge Deck Pour	0 days	Thu 4/16/26	Thu 4/16/26	20FS+3 days						
22		Bridge Electrical/Technology continuation	20 days	Fri 4/17/26	Wed 5/6/26	21						
23		Span 190 (Unit 51) Cure	7 days	Fri 4/17/26	Thu 4/23/26	21						
24		Phase 1A Pavement markings	7 days	Fri 4/24/26	Thu 4/30/26	23						
25		Pavement markings Units 50 & 51	7 days	Mon 5/4/26	Sun 5/10/26	24FS+3 days						
26		Remove Temporary Railing Barriers	3 days	Mon 5/11/26	Wed 5/13/26	25						
27		Open Crossover and Traffic Switch	0 days	Fri 5/15/26	Fri 5/15/26	26FS+2 days						5/15
28		Complete Bridge	0 days	Sun 5/17/26	Sun 5/17/26	27FS+2 days						5/17
29		Project Closeout	30 days	Mon 5/18/26	Tue 6/16/26	28						

Project: HCID 2 Delay Schedule
Date: Mon 1/12/26

Task	Summary	Inactive Milestone	Duration-only	Start-only	External Milestone	Manual Progress
Split	Project Summary	Inactive Summary	Manual Summary Rollup	Finish-only	Deadline	Progress
Milestone	Inactive Task	Manual Task	Manual Summary	External Tasks	Progress	



EXHIBIT D - LABOR RATE SCHEDULE

Labor Category / Personnel	Base Rate	2024 Contract Rate
Principal in Charge / Executive	\$ 104.00	\$ 289.22
Senior Construction Manager (CCM/PMP)	\$ 86.50	\$ 240.56
Construction Manager	\$ 72.00	\$ 200.23
Assistant Construction Manager	\$ 58.00	\$ 161.30
Project Engineer	\$ 44.00	\$ 122.36
Sr. Construction Inspector	\$ 43.50	\$ 120.97
Construction Inspector	\$ 36.00	\$ 100.12
Record Keeper	\$ 32.00	\$ 88.99
Unmanned Aircraft System (UAS) Pilot - Drone	\$ 30.00	\$ 83.43
Project Control Specialist	\$ 28.00	\$ 77.87
Admin/Clerical	\$ 22.00	\$ 61.18
Direct Expenses		
	Rate	
Travel		
Lodging (per night)	\$ 150.00	
Per Diem (Meals)	\$ 60.00	
Airfare	Cost	
Car Rental (per day)	\$ 60.00	
Parking	Cost	
Mileage (per mile)	\$ 0.655	
Copies		
8.5 x 11 (per sheet)	\$ 1.00	
11 x 17 (per sheet)	\$ 2.00	
Overnight Mail (EA)	\$ 25.00	
Unmanned Aircraft System (UAS) Flight - Drone (per hour)	\$ 250.00	
<i>Contract Rates include labor, overhead, and profit. Once rates are negotiated, they are not subject to change or adjustment.</i>		

EXHIBIT D-1

Construction Management Services - Fee Proposal - Brownstone															
Direct (Billable) Hours / Year	1920											FEE SUMMARY			
Annual Hourly Rate Increase	3.0%											Year	Hours	CM Fee	
Hours per Month	160											2023	-	\$ -	
												2024	-	\$ -	
												2025	-	\$ -	
												2026	1,976	\$ 267,026	
												Sub-Total Billable Hourly Fee		\$ 267,026	
Construction Management Team															
Role		Rate 2024													
Principal in Charge / Executive		\$ 289.22													
Senior Project Manager (PMP/CCM/PE)		\$ 240.56													
Project Manager (PE)		\$ 200.23													
Assistant Project Managers/Engineers															
Assistant Project Manager		\$ 161.30													
Project Engineers		\$ 122.36													
Support Team															
Sr. Construction Inspector		\$ 120.97													
Construction Inspector		\$ 100.12													
Sr. Record Keeper		\$ 120.00													
Unmanned Aircraft System (UAS) Pilot - Drone		\$ 83.43													
Project Control Specialist		\$ 77.87													
Admin/Clerical		\$ 61.18													
2026															
Role	Rate	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Total Hrs	Amount
		FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE		
Principal in Charge / Executive	\$ 289.22			0.10	0.10	0.10	0.10							64	\$ 18,510
Senior Project Manager (PMP/CCM/PE)	\$ 240.56			0.50	0.50	0.50	0.50							320	\$ 76,979
Project Manager (PE)	\$ 200.23													-	\$ -
Sr. Construction Inspector	\$ 120.97			1.00	1.00	1.00	1.00							640	\$ 77,421
Construction Inspector	\$ 100.12			1.00	1.00	1.00								480	\$ 48,058
Sr. Record Keeper	\$ 120.00			0.50	0.50	0.50	0.25							280	\$ 33,600
Unmanned Aircraft System (UAS) Pilot - Drone	\$ 83.43			0.05	0.05	0.05	0.05							32	\$ 2,670
Admin/Clerical	\$ 61.18			0.25	0.25	0.25	0.25							160	\$ 9,789
														-	\$ -
Total		-	-	3.40	3.40	3.40	2.15	-	-	-	-	-	-	1,976	\$ 267,026
Avg. Monthly Hours/Billing														395	\$ 66,757
\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -															
2027															
Role	Rate	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Total Hrs	Amount
		FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE		
Principal in Charge / Executive	\$ 289.22													-	\$ -
Senior Project Manager (PMP/CCM/PE)	\$ 240.56													-	\$ -
Project Manager (PE)	\$ 200.23													-	\$ -
Sr. Construction Inspector	\$ 120.97													-	\$ -
Construction Inspector	\$ 100.12													-	\$ -
Sr. Record Keeper	\$ 120.00													-	\$ -
Unmanned Aircraft System (UAS) Pilot - Drone	\$ 83.43													-	\$ -
Admin/Clerical	\$ 61.18													-	\$ -
Total		-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Avg. Monthly Hours/Billing														-	\$ -
\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -															



Exhibit "E"

PAYMENT SCHEDULE OF VALUES

INV #	Month/Year	Monthly	Cumulative	Project Phase
	Jan-26	\$ -	\$ -	Construction
	Feb-26	\$ -	\$ -	Construction
1	Mar-26	\$ 67,780.50	\$ 67,780.50	Construction
2	Apr-26	\$ 67,780.50	\$ 135,561.00	Construction
3	May-26	\$ 67,780.50	\$ 203,341.50	Construction
4	Jun-26	\$ 67,780.50	\$ 271,122.00	Post-Construction
5	Jul-26			
6	Aug-26			

BY AND BETWEEN THE CITY OF PHARR, AS OWNER, AND BROWNSTONE CONSULTANTS LLC AS
CONSTRUCTION MANAGER FOR THE PIB PROJECT