

# City Council

200 North Brazil

## Regular Meeting

Los Fresnos, TX 78566

<http://citylf.cloudaccess.net/en/>

### ~ Agenda ~

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Tuesday, July 10, 2018

6:00 PM

City Hall

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**NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF LOS FRESNOS PURSUANT TO CHAPTER 551, TITLE 5 OF THE TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT, WILL MEET ON TUESDAY, JULY 10, 2018 AT 6:00 PM AT CITY HALL, 200 NORTH BRAZIL ST, LOS FRESNOS, TX 78566.**

### I. AGENDA

1. Call meeting to order
2. Invocation and Pledge of Allegiance
3. Consent Agenda
  1. Consideration and ACTION to approve the minutes from June 12, 2018.
  2. Consideration and ACTION to approve the Investment Portfolio Summary Report ended as of June 30, 2018.
  3. Consideration and ACTION to approve a contract with Cameron County Election Administration to conduct the early voting and election day voting for November 6, 2018 City Election.
  4. Approval or rejection of the Order of Election and Notice of Election for the November 6, 2018 City Election.
  5. Consideration and ACTION to approve Resolution 5-2018 authorizing the City of Los Fresnos to support Cameron County's application for flood protection planning grant assistance to be filed with the Texas Water Development Board.
4. Visitors remarks-To speak you must sign in with the City Secretary prior to the meeting you have a limit of 3 minutes to speak.
5. Public Hearing
  1. Public hearing to receive comments from the residents concerning an appeal on the Planning and Zoning Commission's denial of a request for a conditional use permit to build a duplex at Lots 1, 2 & 3, Block B, Townsite of Los Fresnos.
6. Action Items

1. Consideration and ACTION to appeal the Planning and Zoning Commission's denial of a request for a conditional use permit to build a duplex at Lots 1, 2 & 3, Block B, Townsite of Los Fresnos.
2. Consideration and ACTION to approve an Interlocal Agreement to share in the cost of a firearms training simulator.
3. Consideration and ACTION to approve a budget amendment for the Police Department to share cost for a firearms training simulator.
4. Consideration and ACTION to hire a firm for sales tax compliance review services.
5. Consideration and ACTION to appoint 4 persons to the Los Fresnos Community Development Board.
6. Discussion and ACTION on the recent flooding that occurred during the heavy rains in June 2018.
7. Acknowledgement of City Manager's Report
  1. City Manager Report A. Wastewater Plant Update B. Water Plant Update C. Water & Wastewater Engineering Study D. Whipple Road Wastewater Extension E. Nature Park F. Hike & Bike Trails G. CDBG 2017-2018 Grant H. Henderson Road Project I. City Hall Project J. Building Inspections K. Underground Canal L. Sports Park M. Dog Park N. Development and Annexation Plans O. Update Planning & Zoning Ordinance P. Economic Development
8. Acknowledgement of Department Head Reports
  1. Financial Report 1. Monthly 2. Year-to-Date 3. Sales Tax Report
  2. Public Works Report 1. Water and Wastewater Activity 2. Calls for Service 3. Building Permits 4. Recycling
  3. Police Department 1. Arrests 2. Incidents 3. Accidents
  4. Municipal Court Report 1. Monthly Report
  5. Library Report 1. Monthly Report
  6. Fire Marshal's Report 1. Monthly Report
  7. EMS Report 1. Quarterly Report
9. Adjournment

This is to certify that I, Jacqueline Moya, posted this agenda on the front bulletin board of the City Hall on July 5, 2018 on or before 5:30 p.m. and it shall remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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Jacqueline Moya, City Secretary

Persons with any disabilities that would like to attend meetings must notify City Secretary 24 hours in advance so that the City can make arrangements for that disabled person.

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Minutes  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2643)**

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DOC ID: 2643 A

**Consideration and ACTION to approve the minutes from June  
12, 2018.**

I recommend approval.



# City Council

200 North Brazil

Los Fresnos, TX 78566

<http://citylf.cloudaccess.net/en/>

## Regular Meeting

~ Minutes ~

Tuesday, June 12, 2018

6:00 PM

City Hall

### Agenda

1. Call meeting to order

The meeting was called to order at 6:03 PM by Mayor Narvaez.

2. Invocation and Pledge of Allegiance

Mr. Milum gave the invocation and led the audience in the Pledge of Allegiance.

### Consent Agenda

Mayor Narvaez asked if there were any questions on the consent agenda.

Council member Munoz asked if they could tabled item number 6 on the consent agenda for the next meeting and asked if he could go all the way to action item number 3. He stated he had been trying to get the information on those items but he hadn't received them. He hadn't seen correctly the rules or specification. He was hoping to get the approval to table the items for the next meeting to have ample time to go over the specifications.

Mayor Narvaez asked Mr. Munoz what specifications in particular he was talking about or concerned about. Mr. Munoz stated he wanted to go to action item 3 the bid specification and documents he had not had time to go over the documents. Mayor Narvaez asked if there was anything in particular or if it was the whole thing. Mr. Munoz stated he had not had a chance to see the "whole" papers and that Mr. Milum had put them on the computer yesterday but he had not had a chance to review them.

Mayor Narvaez asked Mr. Milum if he could explain. Mr. Milum stated they really should not be discussing the action items since they were not on the consent agenda but since Mr. Munoz asked to pull consent item 6 the council could approve numbers 1-5 and 7-8 and discuss 6 separately. Council member Javier Mendez asked to pull 4 and 5.

Mr. Narvaez clarified which items would be pulled.

Motion was made and seconded to approve consent agenda items 1,2,3,7 & 8.

**Consideration and ACTION to approve the minutes from May 8, 2018.**

Motion was made and seconded to approve the Minutes from May 8, 2018.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Polo Narvaez, Mayor
<b>SECONDER:</b>	Javier Mendez, Councilman
<b>AYES:</b>	Munoz, Narvaez, Cruz, Real, Mendez
<b>ABSENT:</b>	Bibi Garza

**Consideration and ACTION to authorize the City Manger to dispose of surplus Items.**

Motion was made and seconded to authorize the City Manager to dispose of surplus items.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Polo Narvaez, Mayor
<b>SECONDER:</b>	Javier Mendez, Councilman
<b>AYES:</b>	Munoz, Narvaez, Cruz, Real, Mendez
<b>ABSENT:</b>	Bibi Garza

**Consideration and ACTION to approve Resolution 4-2018 approving cooperation with the cities served by AEP to review AEP Texas Inc' s requested approval of an adjustment to its energy efficiency cost recovery factor.**

Motion was made and Seconded to approve Resolution 4-2018.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Polo Narvaez, Mayor
<b>SECONDER:</b>	Javier Mendez, Councilman
<b>AYES:</b>	Munoz, Narvaez, Cruz, Real, Mendez
<b>ABSENT:</b>	Bibi Garza

**Approval or rejection of a budget amendment for the general fund for the 2017-2018 Fiscal Year.**

Mr. Milum explained that when the original budget was set because they did not have the agreement from UT health they mirrored the 2016-2017 budget of \$85,000 and used that amount. The agreement was received showing \$45,000, which was approved on February 13, 2018 by the council. The amendment should have been done at that time.

Mr. Mendez asked if we did not approve the \$45,000 in October, Mr. Milum replied no we did not receive it till February 13. Mr. Mendez stated he thought it was a reduction. Mr. Milum explained it was a reduction from \$85,000 to \$45,000 and the budget amendment reflects that.

Mr. Mendez asked if we would be changing anything or just picking up the difference. Mr. Milum explained some of it was overhead that covered Celina Gonzales' salary to oversee the program and that was removed along with other things.

Motion was made and seconded to approve the budget amendment.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Javier Mendez, Councilman
<b>SECONDER:</b>	Swain Real, Councilman
<b>AYES:</b>	Munoz, Narvaez, Cruz, Real, Mendez
<b>ABSENT:</b>	Bibi Garza

**Approval or rejection of a budget amendment for the General Fund for the 2017-2018 Fiscal Year.**

Mr. Milum explained that after reviewing the budget as they do frequently they noticed the calculation error. Normally 1/4 goes to water fund, 1/4 sewer fund and 1/2 goes to general fund. When the budget was developed only 1/4 went to general fund. This budget amendment would resolve that error.

Motion was made and seconded to approve the Budget Amendment.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Swain Real, Councilman
<b>SECONDER:</b>	Polo Narvaez, Mayor
<b>AYES:</b>	Munoz, Narvaez, Cruz, Real, Mendez
<b>ABSENT:</b>	Bibi Garza

**Consideration and ACTION to approve a budget amendment to fund the paving of Rodeo Drive.**

Mr. Milum explained that the council approved the paving of Rodeo Drive in April and this budget amendment would reflect the decision made.

Mayor Narvaez asked if there were any questions.

Mr. Munoz stated he felt they should table the item for the next meeting. Mr. Narvaez let Mr. Munoz know that if there was somebody there to answer his questions they could do it now and move on. Mr. Munoz stated it consist with action item 3 so he was "stuck" in asking questions and he could not ask any question on item number 3 till they get to it. Mr. Milum mentioned Rodeo Drive didn't have anything to do with item number 3 and that the council had already approved item number 6. This was simply a budget amendment showing where the funds would be coming from. Mr. Narvaez stated if it was already approved and there had not been any changes made.

Mr. Munoz stated that the reason he was against it was because to him the contract should have been bid out and that was his concern and he wanted to get the proper information weather it should have been bid out or not. Council member Yolanda Cruz

asked if he was talking about the paving or the building and she was confused. Mr. Munoz answered the paving because it pertained to the specifications. Mr. Milum reminded the council that the paving was done with a bid through an inter local agreement the same way it was done with the paving of Veterans Drive, through a bid that was done in an inter-local agreement that was entered with the developer that the City would pay for a portion. Mayor Narvaez asked if the contractor was Pederson Construction and if they had already started the project. Mr. Milum answered yes and stated the city would use the same bid price with an inter-local agreement to just add more to the project then what was originally done. Council member Swain Real commented that if you bid out it would most likely be higher. We have the advantage to have the whole subdivision price.

Mrs. Cruz stated it is cheaper and it is legal. Mayor Narvaez commented he didn't think it was illegal and it had been approved already. He didn't see any reason why they could not continue with the project.

Mr. Munoz stated that like Mr. Milum said the city and the developer agreed on paving Veterans Drive and it didn't say anything on the Rodeo Drive. Mr. Milum reminded Mr. Munoz that an inter local agreement was made to add the paving of Rodeo Drive to the project and it was approved in April by the Council.

Mayor Narvaez asked if there were anymore question on the item.

A motion was made and seconded to approve the budget amendment to fund the paving of Rodeo Drive.

<b>RESULT:</b>	<b>ADOPTED [4 TO 1]</b>
<b>MOVER:</b>	Polo Narvaez, Mayor
<b>SECONDER:</b>	Yolanda H. Cruz, Councilwoman
<b>AYES:</b>	Polo Narvaez, Yolanda H. Cruz, Swain Real, Javier Mendez
<b>NAYS:</b>	Juan Munoz
<b>ABSENT:</b>	Bibi Garza

**Consideration and ACTION to approve a Memorandum of Understanding between the City of Los Fresnos and South Texas ISD regarding the use of the parking lot at Memorial Park.**

Motion was made and seconded to approve the Memorandum of Understanding between South Texas ISD and the City of Los Fresnos.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Polo Narvaez, Mayor  
**SECONDER:** Javier Mendez, Councilman  
**AYES:** Munoz, Narvaez, Cruz, Real, Mendez  
**ABSENT:** Bibi Garza

**Consideration a ACTION to approve an Inter local Agreement between the City of Los Fresnos and the University of Texas Rio Grande Valley in which the City can participate in the Stormwater Regional Task Force.**

Motion was made and seconded to approve the Inter Local Agreement between the City of Los Fresnos and the University of Texas Rio Grande Valley.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Polo Narvaez, Mayor  
**SECONDER:** Javier Mendez, Councilman  
**AYES:** Munoz, Narvaez, Cruz, Real, Mendez  
**ABSENT:** Bibi Garza

**Visitors remarks-To speak you must sign in with the City Secretary prior to the meeting you have a limit of 3 minutes to speak.**

Mr. Conejo signed up to speak. His concern was that the city was not spraying for the mosquitoes. His second concern was a house that was under construction in his neighborhood that has over grown grass and looked to be abandoned. He also asked if there was a council member the represents his district. Mayor Narvaez let Mr. Conejo know that if he had any concerns he could come in to speak to Mark and he did not have to wait till the council meeting to express his concerns.

Anna Smith with Hanson Engineering signed up to speak. She wanted to introduce their new summer intern, Rafael.

**Action Items**

**Consideration and ACTION to approve the Audit Report for the 2016-2017 fiscal year.**

Mr. Milum introduced Quentin Anderson and Amanda Molina with Carr Riggs & Ingram.

Mr. Anderson let the council know that he would be summarizing the packet that was given to them to review prior to the meeting. He started off by giving the council information on the Certificate of Achievement for the Excellence in Financial Reporting that was presented to the City of Los Fresnos for last years audit. He explained the Auditors Report and what it consisted of. Mr. Anderson gave a quick overview on the Summary of Net Position and changes. He discussed total revenues and expenditures and answered questions for the board.

Motion was made to approve the audit report for the 2016-2017 fiscal Year.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Javier Mendez, Councilman
<b>SECONDER:</b>	Polo Narvaez, Mayor
<b>AYES:</b>	Munoz, Narvaez, Cruz, Real, Mendez
<b>ABSENT:</b>	Bibi Garza

**Consideration and ACTION to approve waiving building permit fees, inspection fees and water and wastewater connection fees for the new city hall as well as water and wastewater usage fees during construction of the new city hall.**

Mr. Milum explained to the council that BRW asked we address this prior to going out for bids. Most cities waive these fees. When bids are done contractor will usually put a mark up on the fees and BRW suggest we exclude them up front and it shows in the bid documents. This will save the city additional funds.

Motion was made and seconded to approve waving building permit fees, inspection fees and water and wastewater connection fees for the new city hall as well as water and wastewater usage fees during construction.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Polo Narvaez, Mayor
<b>SECONDER:</b>	Yolanda H. Cruz, Councilwoman
<b>AYES:</b>	Munoz, Narvaez, Cruz, Real, Mendez
<b>ABSENT:</b>	Bibi Garza

**Consideration and ACTION to approve the bid specifications and bid documents for constructing the new city hall.**

Mr. Milum explained that generally these types of items are not placed on action items to review. They are usually done by engineers and staff. But since council member Juan Munoz asked for them Mr. Milum, wanted to add them for the council to review and approve.

Mr. Milum stated it was a large document and he had been through it going over mainly the dates. The specification were done by engineers and architects that are familiar with the process. Mr. Milum stated that Mr. Munoz did not have time to go through them and we could postpone the approval but it would set back the time to go out for bids. Council member Swain Real asked if we were paying interest and Mr. Milum stated yes. Mrs. Cruz asked Mr. Milum if he had time to look over the documents he responded he had but the things he mainly looked at were dates and the schedule. The engineering details he does not look at because he is not an engineer and that is what they pay them for. He also stated that the engineers licensees are up for display and if they mess up we can hold them accountable.

Mr. Munoz asked if Mr. Milum said that the council usually had nothing to do with the bid specifications and documents then it should have not been an item. Mr. Milum stated it usually the council dose not. But because Mr. Munoz had questioned the specifications he decided to place it on the agenda for the council to discuss. He did not want there to be any concerns. Usually you trust your engineers and your architects. It is up to the council to decide how they wanted to handle it.

Motion was made and seconded to approve the bid specifications and bid documents for the new city hall.

<b>RESULT:</b>	<b>ADOPTED [4 TO 1]</b>
<b>MOVER:</b>	Polo Narvaez, Mayor
<b>SECONDER:</b>	Swain Real, Councilman
<b>AYES:</b>	Polo Narvaez, Yolanda H. Cruz, Swain Real, Javier Mendez
<b>NAYS:</b>	Juan Munoz
<b>ABSENT:</b>	Bibi Garza

#### **Acknowledgement of City Manager's Report**

**City Manager Report A. Wastewater Plant Update B. Water Plant Update C. Water & Wastewater Engineering Study D. Whipple Road Wastewater Extension E. Nature Park F. Hike & Bike Trails G. CDBG 2017-2018 Grant H. Henderson Road Project I. City Hall Project J. Building Inspections K. Underground Canal L. Sport Park M. Dog Park N. Development and Annexation Plans O. Update Planning & Zoning Ordinance P. Economic Development**

Mr. Milum asked if the council had any questions. He stated he had met with four property owners in reference to getting the extra 10 ft for the Resaca crossings. There is a total of 9 owners he will have to meet with. He's had a positive response so far.

Mayor Narvaez asked where we stood on the Hike and Bike Trail. Mr. Milum stated that Texas Parks and Wildlife's deadline to approve the environmental clearance is June. Once this approval is done they will have a final approval that will take two to three weeks. Mr. Mendez asked if after the clearance they had any recommendations or comments they could address them then. Mr. Milum said yes. Mr. Mendez asked if Mr. Milum was going to meet with Judy. Mr. Milum said yes. Mr. Mendez stated that was good. We see a light at the end of the tunnel. Mr. Mendez stated he ran into Judy and she was concerned. Mr. Milum stated he has kept them up to date with everything we knew. Mr. Milum clarified that Mr. Mendez was talking about Judy with they Valley Baptist Legacy Foundation. They have the grant for \$500,000. There goal is to spend the funds and get these project out the door and this one has been going on for three years so they aren't happy.

Mr. Mendez asked if Mr. Milum had an update on the Dog Park. Mr. Milum said no not at this time.

Mr. Mendez asked if we were done with the trails at the Nature Park. Mr. Milum said yes just about. Mr. Mendez had heard good positive things about it. Mr. Milum stated he had as well. He did receive an email from a citizen that she loved the park, but suggested we place doggie waste bags for people who walk their dogs. They have already been ordered.

Mr. Mendez asked for the status on the Economic Development. Mr. Milum explained to council of how the firm, The Retail Coach gets their data. He had the information and would send it out to the council. Mr. Milum answered questions for the board.

Motion was made and seconded to acknowledge the City Manager's Report.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Polo Narvaez, Mayor
<b>SECONDER:</b>	Yolanda H. Cruz, Councilwoman
<b>AYES:</b>	Munoz, Narvaez, Cruz, Real, Mendez
<b>ABSENT:</b>	Bibi Garza

#### **Acknowledgement of Department Head Reports**

Mr. Milum introduced Pablo Garza, the Finance Director and thanked him for the good work he's been doing.

#### **Financial Report 1. Monthly 2. Year-to-Date 3. Sales Tax Report**

Mr. Milum stated he had a question from Mr. Munoz in reference to a check made to Motion Pictures. He explained it was payment for movie license to show a movie 3-4 times during the summer for the citizens.

Mr. Munoz asked if Max Torres was the person that cleans the vehicles for the city. Mr. Milum stated he was.

Mr. Munoz asked about a check made to Wal-Mart. Mr. Milum explained it was the last payment of the 380 agreement with Wal-Mart.

Mr. Milum answered questions for the board.

Motion was made and seconded to acknowledge the Financial Report.



**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Polo Narvaez, Mayor  
**SECONDER:** Javier Mendez, Councilman  
**AYES:** Munoz, Narvaez, Cruz, Real, Mendez  
**ABSENT:** Bibi Garza

**Public Works Report 1. Water and Wastewater Activity 2. Calls for Service 3. Building Permits 4. Recycling**

Motion was made and seconded to acknowledge the Public Works Report.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Polo Narvaez, Mayor  
**SECONDER:** Javier Mendez, Councilman  
**AYES:** Munoz, Narvaez, Cruz, Real, Mendez  
**ABSENT:** Bibi Garza

**Police Department Reports 1. Arrest 2. Incidents 3. Accidents**

Motion was made and seconded to acknowledge the Police Department Report.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Polo Narvaez, Mayor  
**SECONDER:** Javier Mendez, Councilman  
**AYES:** Munoz, Narvaez, Cruz, Real, Mendez  
**ABSENT:** Bibi Garza

**Municipal Court Report 1. Monthly Report**

Motion was made and seconded to acknowledge the Municipal Court Report.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Polo Narvaez, Mayor  
**SECONDER:** Javier Mendez, Councilman  
**AYES:** Munoz, Narvaez, Cruz, Real, Mendez  
**ABSENT:** Bibi Garza

**Library Report 1. Monthly Report**

Motion was made and seconded to acknowledge the Library Report.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Polo Narvaez, Mayor  
**SECONDER:** Javier Mendez, Councilman  
**AYES:** Munoz, Narvaez, Cruz, Real, Mendez  
**ABSENT:** Bibi Garza

**Fire Marshal Report 1. Monthly Report**

Motion was made and seconded to acknowledge the Fire Marshal Report.

Attachment: MIN 6 12 18 (2643 : Minutes)

Regular Meeting

Tuesday, June 12, 2018

6:00 PM

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Polo Narvaez, Mayor
<b>SECONDER:</b>	Javier Mendez, Councilman
<b>AYES:</b>	Munoz, Narvaez, Cruz, Real, Mendez
<b>ABSENT:</b>	Bibi Garza

8. Adjournment

The meeting was closed at 7:07 p.m.

\_\_\_\_\_  
Presiding Officer of the Council

\_\_\_\_\_  
Recorder

Attachment: MIN 6 12 18 (2643 : Minutes)

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2648)**

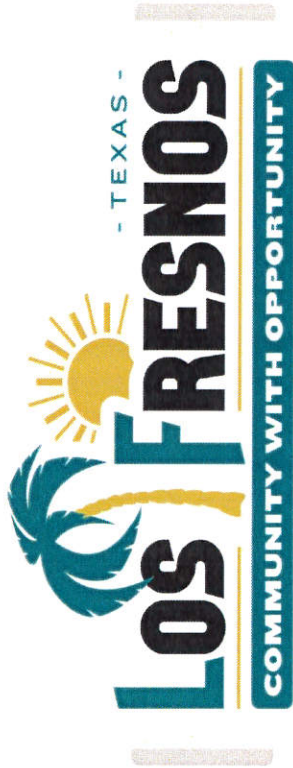
DOC ID: 2648 A

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**Consideration and ACTION to approve the Investment  
Portfolio Summary Report ended as of June 30, 2018.**

I recommend approval.



## **Investment Portfolio Summary For the Quarter Ended As of June 30, 2018**

**Quarterly Investment Report  
Investment Officer's Certification  
For the Quarter Ended  
As of June 30, 2018**

This report is prepared for the City of Los Fresnos in accordance with Chapter 2256 of the Public Funds Investment Act (PFIA). Section 2256.03(a) of the PFIA states that "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the reporting period." This report, which covers the quarter ended June 30, 2018 is signed by the City of Los Fresnos Investment Officer and the Investment Committee members and includes the disclosures required in the PFIA.

The investment portfolio complied with the PFIA and the City of Los Fresnos' approved Investment Policy and Strategy throughout the quarter. All investment transactions made in the City's portfolio during this quarter were made on behalf of the City and were in full compliance with PFIA and the City's approved Investment Policy.

\_\_\_\_\_  
Pablo A. Garza  
Investment Officer/Finance Director

\_\_\_\_\_  
Mark W. Milum  
City Manager/ Investment Committee

\_\_\_\_\_  
Polo Narvaez  
Mayor/ Investment Committee

**Quarterly Investment Report  
Table of Contents  
For the Quarter Ended  
As of June 30, 2018**

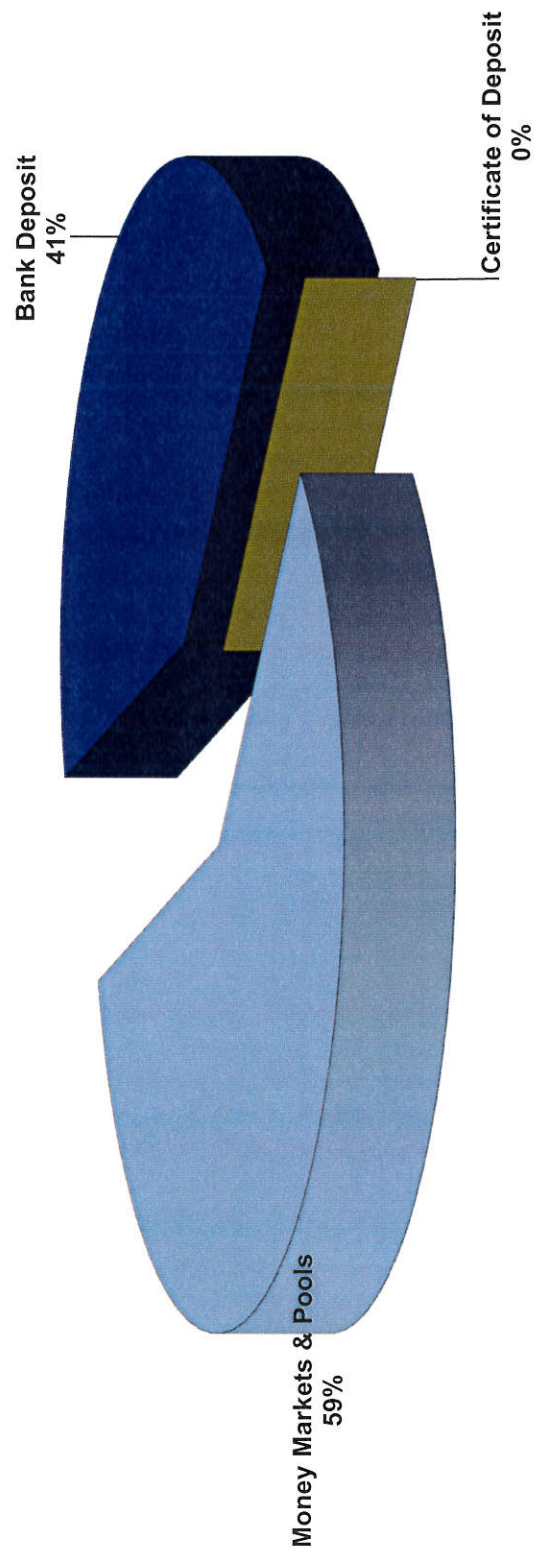
4	Detail of Security Holdings
5	Portfolio Summary
6	Yield Summary
7	Quarterly Asset Reconciliation
8	Purchase/Sale Maturity

**DETAIL OF SECURITY HOLDINGS**  
June 30, 2018

Security Description	Security CUSIP	Yield/ Coupon	Settlement Date	Maturity Date	Par Value	Purchase Price	Purchase Cost	Book Value	Market Price	Accrued Interest	Market Value	Days to Maturity	Yield to Maturity
<b>General Fund</b>													
Lone Star Investment Pool-Emergency Reserve	First Public	1.720					793,298	793,298	100		793,298		2.17
FCB-General Fund (Operating)	FCB	0.250					382,449	382,449	100		382,449		0.25
FCB-General Fund (Emergency Reserve LS)	FCB	0.250					-	-	100		-		0.25
FCB-Senior Citizens	FCB	0.250					13,463	13,463	100		13,463		0.25
FCB-Forfeited Property-Non interest (PD Seizure Funds)	FCB	-					260	260	100		260		-
FCB-Forfeited Property (PD Seizure Funds)	FCB	0.250					621	621	100		621		0.25
FCB-Payroll	FCB	0.250					156,165	156,165	100		156,165		0.25
							1,346,255	1,346,255			1,346,255		0.49
<b>Water &amp; Sewer Fund</b>													
Lone Star Investment Pool-Emergency Reserve	First Public	1.720					100,393	100,393	100		100,393		2.17
FCB-Water & Sewer (Operating)	FCB	0.250					978,585	978,585	100		978,585		0.25
FCB-Water & Sewer (Meter Deposits LS)	FCB	0.250					209,014	209,014	100		209,014		0.25
FCB-W&S Rev Bonds S84-84A I&S	FCB	0.250					19,551	19,551	100		19,551		0.25
FCB-W&S Rev Bonds S84-84A (Reserved Funds)	FCB	0.250					55,577	55,577	100		55,577		0.25
FCB-Water & Sewer (Emergency Reserve)	FCB	0.250					60	60	100		60		0.25
FCB-Utility Expansion (Purchase Water Rights/Utility Improver	FCB	0.250					3,471	3,471	100		3,471		0.25
							1,366,651	1,366,651			1,366,651		0.52
<b>Special Revenue Funds</b>													
FCB	FCB						-	-	100		-		-
<b>Debt Service</b>													
FCB-Debt Service (Bond Payments)	FCB	0.250					60,318	60,318	100		60,318		0.25
							60,318	60,318			60,318		0.25
<b>Capital Projects</b>													
FCB-2016CDBG Grant Contract 7216300 (Streets)	FCB	-					10,812	10,812	100		10,812		-
FCB-TPW 50-000461 Nature Park	FCB	-					8,588	8,588	100		8,588		-
FCB-USDA (Water Distribution System Project)	FCB	-					-	-	100		-		-
FCB-TSSI Safe Room DR-1791-353	FCB	-					-	-	100		-		-
FCB-Valley Legacy Foundation Grant (Hike & Bike Trail)	FCB	0.250					421,856	421,856	100		421,856		0.25
FCB-CO SR 2014 (Lopez LS, Land, Sewer Ext. Evergreen St	FCB	-					193,961	193,961	100		193,961		-
FCB-TWDB-DWSRF NO. 62627 (Engineering)	FCB	-					-	-	100		-		-
FCB-TWDB-CWSRF CO 2009 (Collection System/WW/TP)	FCB	-					655,194	655,194	100		655,194		-
FCB-Tax Increment Reinvestment Zones (TIRZ)	FCB	0.250					156,227	156,227	100		156,227		0.25
FCB-TWDB-CWSRF NO. 73687 (Engineering)	FCB	-					-	-	100		-		-
FCB-CO SR 2017 (Streets & City Hall)	FCB	-					4,991	4,991	100		4,991		-
Lone Star Investment Pool - CO SR 2017	First Public	1.720					4,232,368	4,232,368	100		4,232,368		2.17
							5,683,997	5,683,997			5,683,997		0.22
<b>Community Development Corp</b>													
FCB-CDC (Operating)	FCB	0.250					174,684	174,684	100		174,684		0.25
							174,684	174,684			174,684		0.25
<b>TOTAL PORTFOLIO</b>													
							\$ 8,631,905	\$ 8,631,905		\$ -	\$ 8,631,905		0.29

TOTAL PORTFOLIO

**PORTFOLIO SUMMARY**  
**March 31, 2017**





**YIELD SUMMARY**  
As of June 30, 2018

Security Description	Security CUSIP	Settlement Date	Maturity Date	Par Value	Market Value	Percent of Assets	Days to Maturity	Weighted Average Maturity	Yield to Maturity
<b>Bank Deposit</b>									
First Community Bank	FCB				3,505,846	41%			0.25
<b>Money Markets &amp; Pools</b>									
Lone Star Investments	First Public				5,126,059	59%			2.17
<b>Certificate of Deposit</b>									
First Community Bank	FCB			-	-	0%	-	-	-
<b>TOTAL PORTFOLIO</b>				\$ -	\$ 8,631,905	100%			2.42

MARKET VALUE ASSET RECONCILIATION  
FROM 4-01-2018 TO 6-30-2018

Security	Market Value 3-31-2018	Additions Purchases	Withdrawals Sales	Realized Gains	Unrealized Gains	Interest Gains	Market Value 3-31-2018
<b>Bank Deposit</b>							
First Community Bank	3,505,846	-	-	-	-	-	3,505,846
<b>Money Markets &amp; Pools</b>							
Lone Star Investments	5,282,275	-	(182,855)	-	-	26,639	5,126,059
<b>Certificate of Deposit</b>							
First Community Bank	-	-	-	-	-	-	-
<b>TOTAL PORTFOLIO</b>	<u>\$ 8,788,121</u>	<u>\$ -</u>	<u>\$ (182,855)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 26,639</u>	<u>\$ 8,631,905</u>

PURCHASE AND SALE MATURITY  
FROM 4-1-2018 TO 6-30-2018

Trade Date	Settlement Date	Quantity	Security	Unit Price	Amount
------------	--------------------	----------	----------	------------	--------

PURCHASES

SALES/MATURITIES

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: City Election  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2632)**

DOC ID: 2632 A

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**Consideration and ACTION to approve a contract with  
Cameron County Election Administration to conduct the  
early voting and election day voting for November 6, 2018  
City Election.**

We regularly contract with the county elections office to conduct our elections. It is usually between \$8,000 to \$12,000 depending on the number of other elections being conducted at the same time. The more elections the less the price.

I recommend approval.

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: City Election  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2631)**

DOC ID: 2631 A

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**Approval or rejection of the Order of Election and Notice of  
Election for the November 6, 2018 City Election.**

I recommend approval.

**NOTICE OF CITY OF LOS FRESNOS ELECTION  
(AVISO DE ELECCION CIUDAD DE LOS FRESNOS)**

To the Registered Voters of City of Los Fresnos, Texas:  
(A los votantes registrados del Ciudad de Los Fresnos, Texas:)

Notice is hereby given that the polling places listed below will be open from 7:00 a.m. to 7:00 p.m. on November 6, 2018 for voting in a General Election, for Member of Council Place 3 and 4.

(Notifíquese, por las presente, que las casillas electorales sitados abajo se abrirán desde las 7:00 a.m. hasta las 7:00 p.m. el 6 de Noviembre de 2018 para votar en la Elección para Ciudad de Los Fresnos para Miembro del Consejo, Coloca tres y quatro(Por la presente se ordena que se llevará a cabo una elección el Noviembre 6, 2018 con el propósito de:.)

LOCATION OF POLLING PLACE Community Center  
(DIRECCION DE LAS CASILLAS ELECTORALE): 204 N. Brazil Street  
Los Fresnos, Texas

Early voting by personal appearance will be conducted each weekday at  
(La votación en adelantada en persona se llevará a cabo de lunes a viernes en)

Community Center, 204 N. Brazil Street, Los Fresnos, Texas

Between the hours of 9:00 a.m. and 6:00 p.m. beginning on October 22, 2018  
(Entre las 9:00 a.m. de la mañana y las 6:00 de la tarde empezando el Octubre 22, 2018)  
And ending on November 2, 2018.  
(y terminando el Noviembre 2, 2018.)

Additional early voting will be held at the same location as follows:

(La votación en adelantada además se llevará a cabo en el mismo Sitio de tal manera:)

<b>Date (Fecha)</b>	<b>Hours (Horas)</b>
October 27, 2018 (Octubre 27, 2018)	10:00 a.m. to 2:00 p.m.
November 1, 2018 (Noviembre 1, 2018)	8:00 a.m. to 8:00 p.m.
November 2, 2018 (Noviembre 2, 2018)	8:00 a.m. to 8:00 p.m.

Applications for ballot by mail shall be mailed to:

(Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:)

Elections Administrator  
P. O. Box 3587  
Brownsville, Texas 78523

Applications for ballots by mail must be received no later than the close of business on October 26, 2018. (Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el Octubre 26, 2018.)

Issued this the 10<sup>th</sup> day of July, 2018.  
(Emitada este día 10 de Julio, 2018.)

\_\_\_\_\_  
Polo Narvaez, Mayor  
Signature of Presiding Officer

Attachment: NOTICE OF CITY OF LOS FRESNOS ELECTION2018 (2631 : Order of Election)

**CITY OF LOS FRESNOS  
ORDER OF ELECTION  
(ORDEN DE ELECCION)**

An election is hereby ordered to be held on November 6, 2018 for the purpose of electing:  
Member of Council, Place 3 and Place 4 each place is for a three (3) year term.

(Por la presente se ordena que se llevará a cabo una elección el Noviembre 6, 2018 con el  
propósito de:)(El Miembro del Consejo, Coloca tres y cuatro para un termino de tres (3) anos)

Early voting by personal appearance will be conducted each weekday at Community Center, 204  
N. Brazil Street, Los Fresnos, Texas between the hours of 9:00 a.m. and 6:00 p.m. beginning on  
October 22, 2018 and ending on November 2, 2018.

(La votación adelantada en personal se llevará a cabo de lunes a viernes en Community Center,  
204 N. Brazil Street, Los Fresnos, Texas entre las 9:00 a.m. de la mañana y las 6:00 p.m. de la  
tarde empezando el Octubre 22, 2018 y terminando el Noviembre 2, 2018.)

Additional early voting will be held at the same location as follows:

(La votacion en adelantada ademas se llevara a cabo en el mismo Sitio de tal manera:)

Date (Fecha)	Hours (Horas)
<u>October 27, 2018 (Octubre 27, 2018)</u>	<u>10:00 a.m. to 2:00 p.m.</u>
<u>November 1, 2018 (Noviembre 1, 2018)</u>	<u>8:00 a.m. to 8:00 p.m.</u>
<u>November 2, 2018 (Noviembre 2, 2018)</u>	<u>8:00 a.m. to 8:00 p.m.</u>

Applications for ballot by mail shall be mailed to:	<u>Elections Administrator</u>
(Las solicitudes para boletas que se votarán en	<u>P. O. Box 3587</u>
Ausencia por correo deberán enviarse a)	<u>Brownsville, Tx. 78523</u>

Applications for ballots by mail must be received no later than the close of business on October  
26, 2018. (Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse  
para el fin de las horas de las horas de negocio el Octubre 26, 2018.)

Issued this the 10<sup>th</sup> day of July, 2018.  
(Emitida este día 10 de Julio, 2018.)

\_\_\_\_\_  
Polo Narvaez, Mayor

\_\_\_\_\_  
Member of Council Place 1

\_\_\_\_\_  
Member of Council Place 2

\_\_\_\_\_  
Member of Council Place 3

\_\_\_\_\_  
Member of Council Place 4

\_\_\_\_\_  
Member of Council Place 5

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Resolutions  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2645)**

DOC ID: 2645 A

---

**Consideration and ACTION to approve Resolution 5-2018 authorizing the City of Los Fresnos to support Cameron County's application for flood protection planning grant assistance to be filed with the Texas Water Development Board.**

The County is trying to get a grant to conduct a study on drainage problems throughout the county and would like all cities to participate. This is very badly needed. There is a match for the grant and it will be determined after it is know how many participants there are. Of course the county will take the majority burden. If we don't like the way it is split up we can withdraw. They are saying it would not cost us over \$20,000.

I recommend approval.



STATE OF TEXAS               §

COUNTY OF CAMERON   §

**RESOLUTION  
NO. 5-2018**

**A RESOLUTION AUTHORIZING THE CITY OF LOS FRESNOS, TEXAS TO SUPPORT CAMERON COUNTY'S APPLICATION FOR FLOOD PROTECTION PLANNING GRANT ASSISTANCE TO BE FILED WITH THE TEXAS WATER DEVELOPMENT BOARD.**

This Resolution was introduced and submitted to the City Council for passage and adoption. After presentation and discussion of the Resolution, a motion was made by \_\_\_\_\_ that the Resolution be finally passed and adopted in accordance with the City's Home Rule Charter. The motion was seconded by \_\_\_\_\_ and carried by the following vote:

Mayor Polo Narvaez	___ For	___ Against	___ Abstained
Mayor Pro-tem Yolanda H. Cruz	___ For	___ Against	___ Abstained
Councilmember Swain Real	___ For	___ Against	___ Abstained
Councilmember Javier Mendez	___ For	___ Against	___ Abstained
Councilmember Bibi Garza	___ For	___ Against	___ Abstained
Councilmember Juan Munoz	___ For	___ Against	___ Abstained

WHEREAS, Cameron County, desires to develop a county-wide Flood Protection Planning Study, including the city limits of Los Fresnos; and

WHEREAS, Cameron County will appropriate matching funds and in-kind services, if the grant is awarded, and the City of Los Fresnos will consider appropriating funds and in-kind services, to assist with the financing of the Flood Protection Planning Study; and

WHEREAS, The City of Los Fresnos, has the authority to plan and implement projects in the City Limits of Los Fresno;

WHEREAS, The City of Los Fresnos, ensures that the proposed planning does not duplicate existing projects with the exception of updating existing flood protection plans; and

Attachment: FPP RESOLUTION 5-2018 (2645 : Resolution 5-2018)

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF  
LOS FRESNOS, THAT:**

The Council authorizes the City Manager of the City of Los Fresnos to support Cameron County's grant application to the Texas Water Development Board (TWDB) for the county-wide Flood Protection Planning Study.

The Council authorizes the City Manager to enter into a interlocal agreement with Cameron County at the time a contract with the Texas Water Development Board for the Flood Protection Planning Study is awarded.

**PASSED and APPROVED BY THE CITY COUNCIL OF LOS FRESNOS**  
on the 10th day of July, 2018.

**LOS FRESNOS**

---

Polo Narvaez, Mayor of Los Fresnos

**ATTEST:**

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Jacqueline Moya, City Secretary

Attachment: FPP RESOLUTION 5-2018 (2645 : Resolution 5-2018)

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Public Hearing  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2633)**

DOC ID: 2633 B

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**Public hearing to receive comments from the residents  
concerning an appeal on the Planning and Zoning  
Commission's denial of a request for a conditional use  
permit to build a duplex at Lots 1, 2 & 3, Block B, Townsite of  
Los Fresnos.**

In June the Planning & Zoning Commission held a public hearing and discussed this. This will be a time to hear from the public on what their comments and ideas are. You will be able to ask questions and discuss on the action item.



June 20, 2018

TO: PROPERTY OWNERS ON PORTIONS OF THE WESTSIDE OF  
CANAL STREET, WEST 1<sup>ST</sup> AND VALLE ALTO DRIVE

FROM: CITY OF LOS FRESNOS

SUBJECT: PUBLIC HEARING ON A REQUEST FOR A CONDITIONAL USE  
PERMIT ON LOTS 1, 2 & 3 BLOCK B, TOWNSITE OF LOS  
FRESNOS

The Los Fresnos City Council will hold a public hearing on Tuesday, July 10, 2018 at 6:00 p.m. in City Hall to receive comments from the residents concerning an appeal on the Planning and Zoning Commission's denial of a request for a conditional use permit to build a duplex on Lots 1, 2 & 3 Block B, Townsite of Los Fresnos in a R-1A Single Family District.

If you should have any questions concerning the above, please contact Jacqueline Moya, City Secretary or Mark Milum, City Manager at (956) 233-5768.

Attachment: PH-DUPLEX CANAL ST (2633 : Public Hearing-Duplex)





**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Conditional Use Permit  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2641)**

DOC ID: 2641 A

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**Consideration and ACTION to appeal the Planning and Zoning Commission's denial of a request for a conditional use permit to build a duplex at Lots 1, 2 & 3, Block B, Townsite of Los Fresnos.**

In June the Planning & Zoning Commission held a public hearing and discussed this. They ultimately voted to reject having a duplex in a single family district. I believe they looked at all the data and made the correct decision and the Council should uphold their decision. Staff's recommendation is to uphold the decision of the Planning & Zoning Commission. There are plenty of areas in the east section of town where it is zoned for duplexes, triplexes, quads and apartments. The person knew the zoning when he purchased the property. To continue orderly development and growth, I believe it is best to stick with the zoning as only single family homes in this area.

I recommend approval to deny the appeal to not allow a duplex to be built.

June 20, 2018

Roberto Delgado  
3121 Banburg St  
Brownsville, TX 78526  
956-345-3811

To the City of Los Fresnos:

I Roberto Delgado am requesting to appeal the Planning & Zoning Committees decision to reject my request for a conditional use permit to build a duplex at Lot 1,2 & 3, Block B, Town site of Los Fresnos.

Thank you,



Roberto Delgado

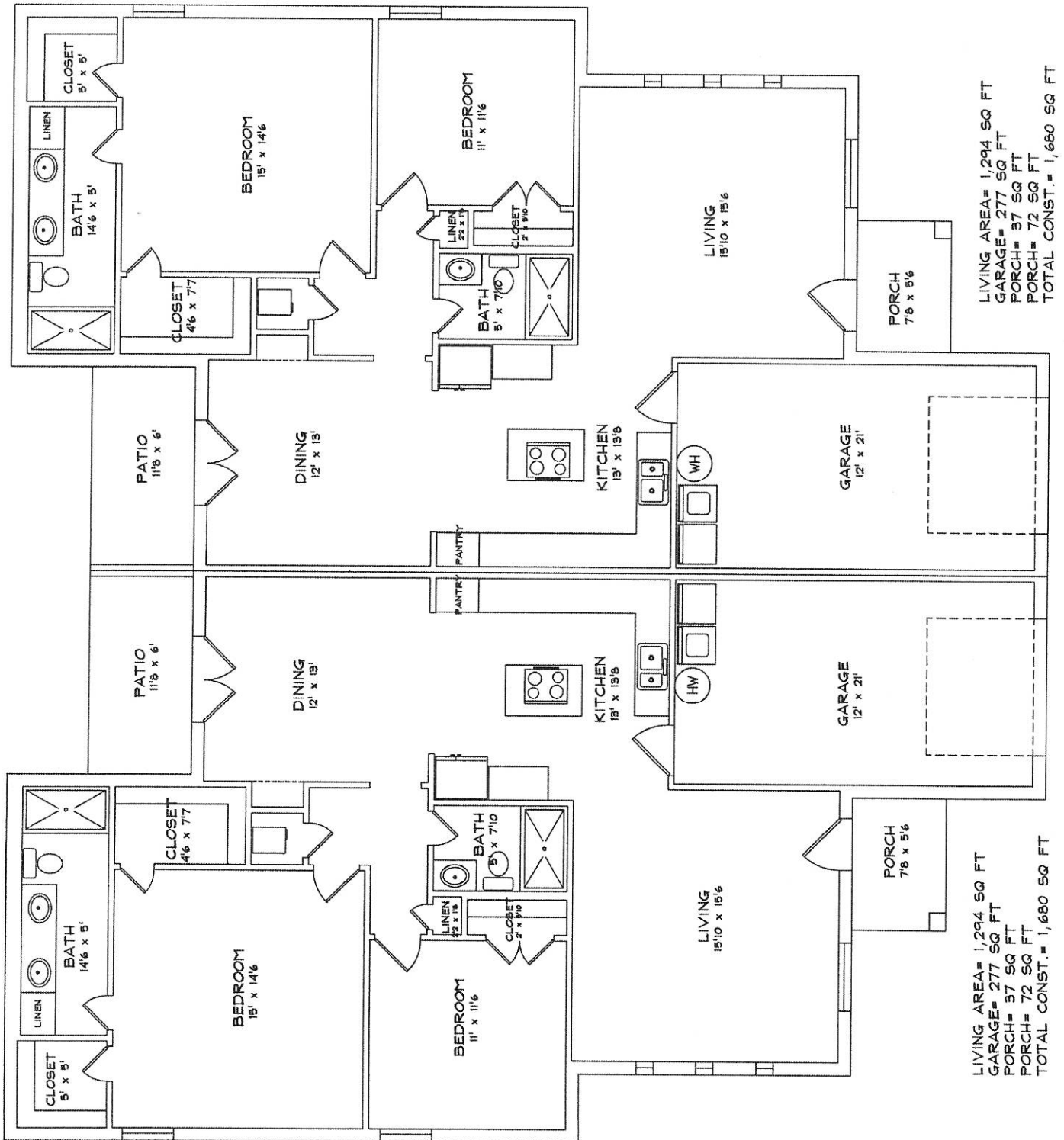
Attachment: AI-DUPLEX CANAL ST (2641 : Duplex-Canal Street)





**LOTS 1, 2 & 3 BLOCK B, TOWNSITE OF LOS FRESNOS**





Attachment: AI-DUPLEX CANAL ST (2641 : Duplex-Canal Street)

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Agreement  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2646)**

DOC ID: 2646 A

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**Consideration and ACTION to approve an Interlocal Agreement to share in the cost of a firearms training simulator.**

Port Isabel PD has taken the lead to purchase a firearms training simulator. Our PD would like to participate. There are several entities that would participate together to share in the cost. Hector has looked at the system and feels it will be very beneficial training for our officers and provide scenarios and situations that otherwise they would never see in training. This will assist them in their responses to tough situations that could arise. There has been discussions to place the equipment at different cities in different months or maybe just leave it at one location and utilize it there. That will be decided at a later time. We have the funds available for this.

I recommend approval.



## Los Fresnos Police Department

200 N. Brazil St. Los Fresnos, TX 78566

Ph: (956) 233-4473 \* Fax (956) 233-3379

hgonzalez@losfresnospd.us

Date: June 28, 2018

To: Mark Milum City Manager

cc: Pablo Garza Finance Director

From: H. Gonzalez Chief of Police

Ref: Purchase of firearms training simulator

I have received a copy of the price quote from Robert Lopez, Chief of Police for the City of Port Isabel, Texas. Chief Lopez received the quote from Laser Shot Solutions. This quote is for a firearms training simulator to be utilized by five police agencies. Total price of the equipment is \$28,165.00. The cost would be split among five entities to include our agency. Our share is \$5633.00. The amount quoted would be split into two payments of \$2816.50 annually for two years. Our first payment would be in July of this year. Next payment would be around the same time next year. This equipment will be utilized for firearms training. This will assist our agency by keeping our purchase of training and duty ammunition to a minimum. We are asking for your approval to fund the purchase of this equipment.

Respectfully

Hector Gonzalez  
Chief of Police

Attachment: INTERLOCAL LFPD FIREARMS SIMULATOR (2646 : Interlocal Agreement-Firearms Training Simulator)



# Quote

Date: 6/15/2018  
Quote #: 29692  
Expiration Date: 7/15/2018

To: Port Isabel Police Department  
Robert Lopez  
110 W Hickman Ave  
Port Isabel, TX 78578

Salesperson	Email	Telephone	Shipping	Payment Terms
Scott Goodhart	<a href="mailto:sgoodhart@lasershot.com">sgoodhart@lasershot.com</a>	281-240-1122	Ground	Check
Qty	Description	Unit Price	Line Total	
1	SYSTEM, LE SIM RANGE PRO	26,456.00	\$	26,456.00
	<b>System includes the following items:</b>			
1	Sim Range Projector w/Integrated Camera			
1	Laser Detection Tracking Software			
1	Mini Gaming Console			
1	Wireless Keyboard & Touchpad			
1	JTS Wireless Control Tablet			
1	JTS Router			
1	Software, JTS Player w/Season I & II Scenarios			
1	Software, JTS Remote Viewer			
1	Software, Course of Fire II			
1	Software, Skill Drills I			
1	Software, Skill Drills II			
1	Software, Practical Shooting Alpha- Foxtrot			
1	Software, Steel Challenge			
1	Software, CQC			
1	Screen, 62 x 108 Cinfold			
1	Cover Concealment Angle Trainer Unit			
2	SIM 17, IR			
2	Case, Small Single Gun			
1	OC Spray Kit, Keypress			
1	LS X2 Taser, Keypress			
1	1650 Pelican Case			
1	One Day System Training			
1	12 Month (1) Year Warranty			
<b>TRAVEL &amp; PER DIEM</b>				
1	TRAVEL & PER DIEM (Standard GSA Rates Apply)	1,419.00	\$	1,419.00
	<b>Optional Weapons and Accessories NOT included in Total</b>			
	M4 Barrel Reservoir Upper	2,895.00		
	Glock Tetherless Recoil Kit	2,895.00		
	CO2 Refill Adaptor	238.00		

**Confidentiality Notice:** This Quote is confidential and is intended only for the review of the party to whom it is addressed. This Quote is subject to Laser Shot's Standard Terms and Conditions of Sales. "The BUYER must obtain at his own risk and expense any export and/or import license or other official authorization and carry out, where applicable, all customs formalities necessary for the export and/or import of the goods. Laser Shot, Inc. shall under no circumstances be responsible for any failure to fill an order due to: 1) failure of buyer to obtain export licenses, 2) export controls or authorizations, or 3) any existing or future laws or acts of government (including specifically, but not exclusively, any orders, rules, or regulations issued by any official of any such government)." All prices quoted are US Dollars. "Laser Shot is responsible for collecting sales tax in the following states: CA, FL, IN, IL, KY, ME, MN, NY, NC, PA, SC, TX, VA, WA, WI. Purchase order (s) issued as a result of this proposal in any of these states, applicable sales tax will be added to the final invoice. If your organization is federal or state tax exempt, provide a copy of the tax exemption certificate.

Subtotal \$ 27,875.00  
Freight \$ 290.00  
Total \$ 28,165.00



June 27, 2018

## LE SIM RANGE PRO SOLE SOURCE LETTER



4214 Bluebonnet Drive  
Stafford, TX 77477  
Ph: (281) 240-1122  
Fax: (281) 476-7464  
www.lasershot.com

27 June 2018

Port Isabel Police Department  
Chief Robert Lopez  
110 W Hickman Ave  
Port Isabel, TX 78578

Dear Chief Lopez,

Laser Shot manufactures the Law Enforcement Sim Range Pro (LE SIM RANGE PRO) and is the only manufacturer of this product. Laser Shot's cameras, software, and firmware have been developed and configured by Laser Shot to work specifically with the Law Enforcement Sim Range Pro. Only Laser Shot's technology and software works with the Law Enforcement Sim Range Pro as our technology is proprietary and has been designed to integrate with this product.

Laser Shot is the sole source from whom you can purchase Laser Shot technology and the associated training for the Law Enforcement Sim Range Pro. Our products are protected by trade secrets and patents and are unique in the market. Laser Shot is the publisher, holder of all copyrights, and sole source for the only software that works with the Law Enforcement Sim Range Pro.

Sincerely,

AJ Alexander  
General Counsel

Attachment: INTERLOCAL LFPD FIREARMS SIMULATOR (2646 : Interlocal Agreement-Firearms Training Simulator)

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Budget Amendment  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2647)**

DOC ID: 2647

---

**Consideration and ACTION to approve a budget amendment  
for the Police Department to share cost for a firearms  
training simulator.**

FUND: 01-General Fund

BUDGET AMENDMENT #

DEPARTMENT: 507- Police

DATE POSTED: 7/10/2018

Fund #	G/L Acct #	Description	Approved Budget	(Decrease)	Increase	Amended Budget
01	507	Maintenance of Shooting Range	8,139.00	(5,633.00)		2,506.00
01	507	Capital Outlay	0.00		5,633.00	5,633.00
<b>Amendment Total</b>			<b>8,139.00</b>	<b>(5,633.00)</b>	<b>5,633.00</b>	<b>8,139.00</b>

Justification/Explanation for change:

To Cover Portion of Payment for the Purchase of a Firearms Training Simulator as Approved on the Interlocal Agreement with Port Isabel,

South Padre Island, Laguna Vista, and Port Isabel School District.

Approved:	Dept Head Requesting Change	Date
	<i>Mark W. Milum</i>	6/25/08
	Mark W. Milum, City Manager	Date

Pablo A. Garza, Director of Finance	Date
Polo Narvaez, Mayor	Date



## Los Fresnos Police Department

200 N. Brazil St. Los Fresnos, TX 78566

Ph: (956) 233-4473 \* Fax (956) 233-3379

hgonzalez@losfresnospd.us

Date: June 28, 2018

To: Mark Milum City Manager

cc: Pablo Garza Finance Director

From: H. Gonzalez Chief of Police

Ref: Purchase of firearms training simulator

I have received a copy of the price quote from Robert Lopez, Chief of Police for the City of Port Isabel, Texas. Chief Lopez received the quote from Laser Shot Solutions. This quote is for a firearms training simulator to be utilized by five police agencies. Total price of the equipment is \$28,165.00. The cost would be split among five entities to include our agency. Our share is \$5633.00. The amount quoted would be split into two payments of \$2816.50 annually for two years. Our first payment would be in July of this year. Next payment would be around the same time next year. This equipment will be utilized for firearms training. This will assist our agency by keeping our purchase of training and duty ammunition to a minimum. We are asking for your approval to fund the purchase of this equipment.

Respectfully

Hector Gonzalez  
Chief of Police

Attachment: BUDGET AMENDMENT POLICE (2647 : Budget Amendment-Police Department)



**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Agreement  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2644)**

DOC ID: 2644 A

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**Consideration and ACTION to hire a firm for sales tax compliance review services.**

Pablo has researched this and would like to let these folks conduct this review. They review the tax payments of businesses throughout the city to determine if it is correct. It does not cost us anything if they don't find anything. If they find something it helps us long term because it will get them correct on calculating and reporting. Their fee is 35% on what they discover as incorrect. The city keeps the rest and of course has it corrected for the future.

I recommend approval.

## Proposal for Sales Tax Compliance Review Services



CITY Los Fresnos, Texas

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## Transmittal Letter

June 25, 2018

VIA EMAIL: pgarza@citylf.us  
Pablo Garza, Director of Finance  
200 N. Brazil  
Los Fresnos, TX 78566

RE: Proposal for Sales Tax Compliance Review

Dear Mr. Garza:

Thank you for contacting MuniServices, an Avenu company. And, thank you for your interest in MuniServices' Sales Tax Compliance Services. We appreciate the opportunity to offer the attached proposal for your consideration. MuniServices and its affiliates employ over 250 professional level staff members who are completely dedicated to the success of each unique public entity we serve, and our mission is to provide compliance services and other revenue enhancement options exclusively to local government clients on a nationwide basis. Our team of former municipal executives, sales tax and data & analytics experts along with our National footprint provides us with a unique opportunity to continuously develop new and innovative ways to uncover businesses that are incorrectly reporting taxes

MuniServices is committed to partnering with the City of Los Fresnos to develop a strategic plan designed to maintain and enhance the City's revenues and economic base using our tax expertise, cutting-edge technologies, advanced analytical methodologies and qualified and experienced project team. The "team" recognizes that the City is interested in contracting with qualified firms to provide an A of City Sales Tax. In this proposal MuniServices will demonstrate our experience and to demonstrate that we can execute on the services offered here.

MuniServices' strengths include:

**Experience:** For over 35 years, MuniServices has provided revenue enhancement, administration, information services and misallocation and compliance analysis to 1,000 municipalities and counties nationally and has recovered over \$2.4 billion in new tax revenue for its clients.

**Focus:** MuniServices works solely for public-sector clientele; thereby avoiding any real or perceived conflicts of interest which allow us to focus our efforts entirely from a governmental perspective. This exclusive public-sector focus qualifies us to review confidential taxpayer information and other confidential data that is not available to other consulting firms.

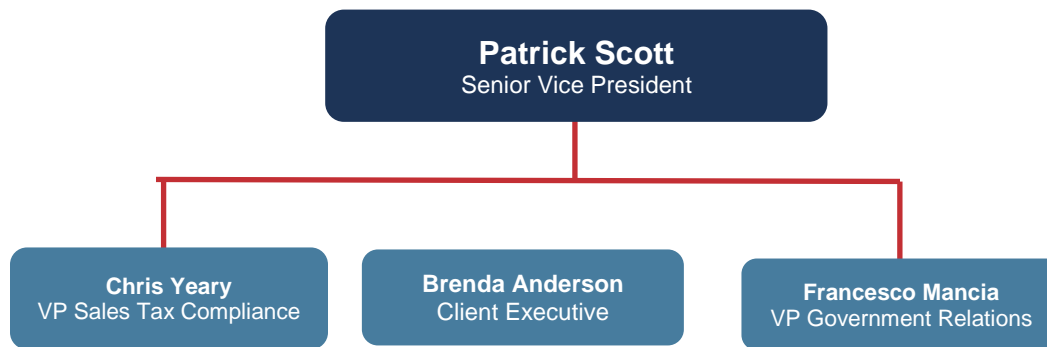
Brenda Anderson, Client Service Manager, will serve as the City's primary contact for this project and may be reached by email at [Brenda.Anderson@MuniServices.com](mailto:Brenda.Anderson@MuniServices.com) or by phone at 817-771-4066.

We are confident that MuniServices offers the City the greatest opportunity for success and look forward to the opportunity to serve the City and its residents. This offer is valid for a period of at least 90 days from the date of this proposal.

Sincerely,

Patrick Scott, Senior Vice President, East & Central Operations

## Organizational Chart





## Executive Management

### Patrick Scott, SVP Operations

Patrick Scott will serve as Executive Client Services Leader for whom all employees on the City's contract(s) will report up to. Patrick will ensure that all the City's goals and objectives are met and will be the City's direct point of contact to MuniServices Executive Management Team to quickly address any issues with the project or the project team.

Patrick joined MuniServices as a Senior Analyst and was subsequently promoted to Senior Vice President East Operations and Subsidiary IT Group. For over 20 years, Patrick has been the leader shaping our business development. Patrick is instrumental in the management of tax compliance programs in numerous municipalities, including the District of Columbia, Detroit, Philadelphia, and California. He supervises forty-five employees on and offsite and contributes to contract agreements and specifications. Patrick has over 20 years of direct, day-to-day management experience in the information technology, operations, municipal consulting and compliance. As part of the MuniServices senior management team, Patrick has successfully led partnerships with state and local governments providing revenue enhancement and compliance services to maximize clients' revenues, expand their tax base and increase compliance Patrick began his professional career in New York working on a collaboration between IBM, CBS and Sears as a programmer and support specialist in the membership services division. This collaboration gave birth to the first fully graphical online service known today as PRODIGY. **Education:** Studied Computer Science at Pace University-Pleasantville/Briarcliff Campus.

## Project Director

### Chris Yeary, VP Sales Tax Compliance

Chris has over 18 years in providing sales/use tax consulting services to both businesses and local taxing jurisdictions. He is a licensed Certified Public Accountant in Texas and is a member of the Texas Society of CPAs and the American Institute of CPAs. Chris' previous experience was in Price-WaterhouseCoopers' State and Local Tax group, where he specialized solely in sales/use taxes by assisting his business clients with multistate and local sales/use tax refund compliance reviews, defending/minimizing state sales/use tax audits, negotiating voluntary disclosure agreements, and analyzing/ researching state and local sales/use tax consequences of various business transactions. **Education:** BA in Business Administration (Accounting) and a Masters in Professional Accounting (Taxation) from the University of Texas at Austin.



## Client Services

### Brenda Anderson., Client Executive

Brenda is the proposed Co-Account Manager for this project and will be the dedicated Client Services Manager should the City select MuniServices. Brenda will partner with and assist the City in developing and implementing strategies to preserve and enhance the City's lodging tax revenue. She will serve as a back up to Operations and brings to MuniServices an extensive customer service background. She is dedicated to finding solutions, being a liaison between production and the clients we serve and building partnerships with our current and future client cities. She has been a consultant and psychotherapist for over 16 years. In this field, she has consulted with cities and managed behavioral healthcare organizations. She worked as a Client Services Account Manager for Humana, has served on numerous committees including Quality Improvement, Peer Review, and planning committees. **Education:** BS in Psychology/Biology from Wayland Baptist University. MA in Psychology from Hardin-Simmons University.



## Government Relations

### Francesco D. Mancia, MBA VP Government Relations

Fran is responsible for overseeing company Legislative, Regulatory, and Government Relations work at the state and federal level as well as business development in the western region of the country. Fran has a strong working knowledge of local government general fund tax laws and state and federal regulatory and legislative issues that impact local governments. He monitors, analyzes and leads company lobbying efforts related to legislation, state mandates, and regulatory changes and policies that affect client revenue streams. Fran currently serves as a member of the League of California Cities Revenue and Taxation Policy Committee and was the 2007 and 2008 President of the League's Partner Program. Currently Fran serves as Advisor and Chairman of the California Contract Cities Association, Associate Members Program and is a member of the Board of Trustees of the California County Management Foundation. **Education:** Fran graduated from the University of California, Santa Barbara and earned a Bachelor of Arts degree in Communications, and attended the University of San Francisco where he earned an MBA.

## MuniServices Background and Qualifications

MuniServices provides revenue enhancement technology and consulting services to various government agencies throughout the U.S. We are the premier provider of revenue enhancement products and services for state and local governments throughout the United States. We have offices strategically located throughout the country and currently employ over 250 professional managers and staff who are dedicated to the success of each jurisdiction that we serve. We work exclusively in the public sector and do not provide any auditing services directly to businesses. Consequently, we have no possible conflict of interest in which we might find ourselves representing both our government client and a taxpayer doing business in the client's jurisdiction.

MuniServices offers revenue administration, compliance and collection services encompassing all general sources of local government tax revenues including Sales/Use, (including and accommodating special categories such as beer, wine, tobacco, gas, rentals etc.) Business License, Lodging, Insurance, Utility Users and Franchise Fees. Each tax typically involves its own tax basis, rate structure, filing schedule, taxpayer forms and notices, etc., all of which we configure specifically for our client's needs.

MuniServices undertakes an annual SSAE 16 (formerly SAS-70 Level II) independent audit of our data and funds disbursement processes and associated administration procedures and can provide the report from our latest audit upon request.

MuniServices has over 35 years of experience in providing state and local governments with license and tax compliance, tax administration, and auditing services designed to ensure taxpayer and other revenue source compliance. Our client base comprises more than 1000 city and county governments in Alabama, Arizona, California, Delaware, Georgia, Kentucky, Louisiana, Michigan, Nevada, North Carolina, Oklahoma, Pennsylvania, Texas, and Washington, as well as the District of Columbia. Over the years, our license and tax compliance services have resulted in the recovery of billions in revenues for our clients, plus the prevention of even more in potential tax revenue leakage, assisting them to meet their budgets, deliver public services, and better serve their citizens.



## References

As references for our Business License Discovery and Recovery service, we encourage you to contact:

### City of Dallas

Mr. Craig Kinton, City Auditor; Email: [craig.kinton@dallascityhall.com](mailto:craig.kinton@dallascityhall.com); Phone: 214.670.3222

1500 Marilla Street, Room 2FN, Dallas, TX 75201

Services/Results: MuniServices provided the City of Dallas with sales tax compliance services from 2010 through 2016 and recovered over \$5.5 million in new sales tax revenue for the City. We are currently in the completion phase of this contract.

### City of Houston

Mr. Kelly Dowe, Director of Finance; Email: [kelly.dowe@houstontx.net](mailto:kelly.dowe@houstontx.net); Phone: 713.247.2200

611 Walker Street, 10th Floor, Houston, TX 77002

Services/Results: MuniServices has provided the City of Houston with sales tax compliance and Sales Tax Analytic and Reporting Services since 2011. To date, we have recovered over \$6.8 million in new sales tax revenue for the City.

### City of Irving

Mr. Bret Starr, Budget Administrator

825 W Irving Blvd, Irving, TX 75060; Email: [bstarr@cityofirving.org](mailto:bstarr@cityofirving.org); Phone: 972.721.3750

Services/Results: MuniServices provided the City of Irving with sales tax compliance services and Sales Tax Analytic and Reporting Services to the City since 2013. To date, we have recovered over \$7.2 million in new sales tax revenue for the City. We also provide their EZ Transparency online budget tool.

### City of Lewisville

Ms. Brenda Martin, Finance Director

1197 W. Main Street, Lewisville, TX 75029; Email: [bmartin@cityoflewisville.com](mailto:bmartin@cityoflewisville.com); Phone: 972.219.3414

Service/Results: MuniServices has provided the City of Lewisville with sales tax compliance services since 2002. Since 2011 we have recovered over \$2.8 million in new sales tax revenue for the City. In 2015 we also began providing the City with Sales Tax Analytic and Reporting services.

### City of Richardson

Mr. Keith Dagen, Director of Finance

411 W. Arapaho Road, Richardson, TX 75080; Email: [keith.dagen@cor.gov](mailto:keith.dagen@cor.gov); Phone: 972.744.4144

Service/Results: MuniServices has provided the City of Richardson with sales tax compliance services since 2014 and has recovered over \$2.5 million in new sales tax revenue for the City. We have also provided the City with hotel occupancy tax services since 2010 and have recovered over \$84,000 in new hotel occupancy tax revenue for the City.

### City of Humble

Ms. Aimee Phillips, Finance Director

114 W. Higgins Street, Humble, TX 77338; Email: [aphillips@cityofhumble.net](mailto:aphillips@cityofhumble.net); Phone: 281-446-6061

Service/Results: We have provided the City of Humble with Sales Tax Compliance and Reporting services since 2012 and have recovered over \$100,000 in new revenue for the City. We also provide them with Lodging Audit and Administration Services.

## City of La Porte and La Porte Fire Control District

Mr. Michael Dolby, Finance Director

604 W. Fairmont Parkway, La Porte, TX 77571; Email: [dolbym@laportetx.gov](mailto:dolbym@laportetx.gov); Phone: 281-470-5020

Service/Results: We have provided the City of La Porte with Sales Tax Compliance and Reporting services since 2002 and have recovered over \$100,000 in new revenue. We also provide them with Lodging Audit and Administration and Franchise Fee Audit services.

## City of Conroe

Ms. Wendy Harrison, Finance Director

POB 3066, Conroe, TX 77305; Email: [wharrison@cityofconroe.org](mailto:wharrison@cityofconroe.org); Phone: 936-522-3019

Service/Results: We have provided the City of Conroe with Sales Tax Compliance and Reporting services since 2007 and have recovered over \$500,000. We also provide them with Lodging Audit and Administration services.



## Sales and Use Tax Compliance Review Services

Sales and use tax compliance is burdensome for many businesses. The myriad of intricate statutes governing taxability and exemptions, as well as the collection and reporting of sales and use tax, coupled with at times changing boundaries, tax rates, and a varied tax base that can cross multiple jurisdictions only increases the complexity of business compliance with sales and use tax reporting requirements. As a result, businesses often file incomplete or incorrect sales and use tax returns. These errors and omissions can have a large impact on a taxing jurisdiction's revenue.

Through the comprehensive SUTA services offered by MuniServices, these sales and use tax errors and misallocations will be identified resulting in the collection of new and underreported sales and use tax revenue for the City. Our goal in providing these services is to maximize income and minimize the cost of lost revenue by detecting, documenting and correcting material errors and misallocations before the revenues become unrecoverable.

### Approach and Methodologies

#### Proprietary Techniques

MuniServices will employ proprietary processes and procedures along with professional inquiry techniques to identify sales and use tax errors and misallocations. We are constantly updating and supplementing our efforts in this regard. The primary focus of our efforts is based on the following types of reviews:

- Permit Review  
Our permit reviews result in the identification of businesses not properly permitted for their places of business located within the City's jurisdiction. The businesses will be contacted in an effort to correct and update the sales tax permit, and we will work with the business and the Texas Comptroller of Public Accounts (Comptroller) to obtain both past and prospective local sales and use tax compliance. Past compliance results in the past misreported local sales and use taxes being reallocated to the City. Prospective compliance results in the taxpayer reporting future sales and use tax payments correctly to the City.
- Payment Review  
Our payment reviews focus on those businesses where MuniServices has observed an aberration in the City's sales and use tax revenue that is substantially different than what has been reported on a historical trend basis. The businesses with material anomalies will be researched and/or contacted to determine the reason for those changes and appropriate action will be taken.
- Sourcing Review  
Our sourcing reviews seek to identify those businesses that may be sourcing and reporting local sales and use taxes incorrectly to other local jurisdictions, when based on the nature of the business and the application of local sales and use tax laws, the sales and use taxes should be sourced to the City instead. Our sourcing review utilizes a variety of sources and methods to identify these types of businesses. We will contact the businesses, share Texas tax law, policies, etc., and if applicable, will work with the business and the Comptroller to achieve both past and prospective local sales and use tax compliance.

## SUTA Processes and Procedures

The scope of work for SUTA includes the following procedures and tasks designed to detect, document and correct sales and use tax errors and secure the revenue that is due the City:

1. Meet with the City's designated staff to review service objectives, scope, procedures, work plan schedule, public relations and logistical matters.
2. Perform periodic reviews to identify and correct the sales and use tax reporting errors of businesses that, based on the nature and nexus of their activities, are not properly reporting to the City.
3. Businesses found to have misapplied past local sales and use taxes will likely be due to: (1) improper information on the sales tax permit; (2) anomalies in sales and use tax reporting; or (3) having proper information on the sales tax permit, but misapplying Texas tax law as it relates to local sales and use tax sourcing.
4. Contact businesses to determine and confirm whether a local sales and use tax error exist. MuniServices' inquiries are predicated on a non-controversial, constructive, public relations approach that emphasizes the importance of each business to the City and the mutual benefits of correcting reporting errors.
5. On behalf of the City, MuniServices will assist the businesses, as necessary, in the preparation and filing of amended returns and/or reallocation requests with the Comptroller's office in order to gain compliance. MuniServices and/or the City may also provide additional documentation to the Comptroller's office to request its assistance in gaining compliance.

### Timing Considerations/Project Schedule

We can provide the City with our SUTA service upon receipt of a fully executed contract and other prerequisite documents and information.

Correction of each sales and use tax error is deemed complete once both past and prospective local sales and use tax, as applicable, has been achieved and the City has received the funds from the Comptroller. As needed, MuniServices will represent the City before the Comptroller for correcting sales and use tax errors that have deprived the City of the revenue to which it is entitled.

The nature of any one sales and use tax audit, and the length of time for revenue to begin flowing to the jurisdiction creates several variables in terms of the volume and timing of the revenue that each client will discover and recover. The level of complexity of the misallocation or misapplication of the tax typically determines how long it takes for correction, and ultimately the receipt of the funds. Simple errors correct quickly, while errors that involve interpretations of the statutes and regulations can take considerably longer. MuniServices is committed to starting the process immediately upon award and contract signing.

### City Contributions

In order for MuniServices to conduct the sales tax compliance services, we will request assistance from the City in the following:

- Provide MuniServices, on a timely basis, information necessary to conduct its compliance review activities including but not limited to monthly tax payment histories (i.e. detailed confidentiality reports from the Comptroller).
- Provide a letter of introduction identifying MuniServices as an authorized agent of the City to perform sales and use tax reviews and to receive and examine taxpayer records necessary to assure sales and use tax compliance and revenue forecasts.
- Pursue in good faith corrective action on errors and omissions detected by MuniServices.
- Issue necessary documentation to the state to correct errors validated by MuniServices.

The City and/or the Comptroller retain exclusive authority and responsibility to administer, interpret and enforce the City's sales and use tax, and recognize that MuniServices' role is limited to employing its unique expertise and proprietary tools for: i) detecting and documenting errors/omissions by taxpayers in the application, calculation, collection, and/or remittance of sales and use taxes and, ii) providing the City with technical assistance, without assuming or being delegated the authority or responsibility of the City to administer, interpret, and enforce its sales and use taxes.



## Fee Proposal

### Sales Tax Compliance Review Services

MuniServices proposes to charge the City a 35% contingency fee based on the sales and use tax revenue received by the City from correction of taxpayer reporting errors detected and documented by MuniServices Sales Tax Compliance Review service.

The Contingency Fee applies to: (a) past compliance - sales and use tax revenues corrected for the City for any past periods (previously filed returns); and (b) prospective compliance – incremental increase in sales and use tax revenues received for the first eight consecutive reporting quarters following correction of the errors and confirmation of receipt of revenue by the City. An incremental increase is calculated as the current month's correct tax remittance less the monthly average of the prior 12 months immediately prior to the first month of correct tax remittance.

Invoices are due and payable upon receipt. All expenses incurred by MuniServices in providing the Sales Tax Compliance Review are the sole and exclusive responsibility of MuniServices, except those expenses that receive prior written approval of the City.

### Completion of Services

Because the services performed by MuniServices result in corrections of misallocations and other revenue after cessation of services performed for the City, the City will pay MuniServices per the terms of the Agreement for services begun before termination or expiration of the Agreement even if the monies are received after termination or expiration. MuniServices will provide the City with a list of accounts submitted but not yet corrected as of the expiration or termination within a reasonable time after the expiration or termination ("completion list"). MuniServices is allowed to continue working those accounts on the completion list for a reasonable time to obtain a correction. The City agrees to provide detailed confidentiality reports to MuniServices on a periodic basis after termination or expiration so that we can confirm and invoice those accounts corrected after termination or expiration.

### Additional Consulting

The City may request that MuniServices provide additional consulting services at any time during the term of the Agreement. If MuniServices and the City agree on the scope of the additional consulting services requested, then MuniServices will provide the additional consulting on a Time and Materials basis. Depending on the personnel assigned to perform the work, standard hourly rates range from \$75 per hour to \$300 per hour. These additional consulting services will be invoiced at least monthly based on actual time and expenses incurred.

## Compensation Overview

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### Sales Tax Compliance Review

**35% of Recovered Revenue**

### Additional Consulting Services

The City may request that MuniServices provide additional consulting services at any time during the term of the Agreement. If MuniServices and the City agree on the scope of the additional consulting services requested, then MuniServices will provide the additional consulting on a Time and Materials basis. Depending on the personnel assigned to perform the work, standard hourly rates range from \$75 per hour to \$300 per hour. These additional consulting services will be invoiced at least monthly based on actual time and expenses incurred.

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Appointment  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2642)**

DOC ID: 2642 A

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## **Consideration and ACTION to appoint 4 persons to the Los Fresnos Community Development Board.**

The following volunteers on the CDC Board have terms that are expiring: Donald Henderson, Irene Romero, Enrique Juarez and Robert Lopez. All 4 are willing to serve, do a great job and regularly attend meetings. Robert had a tough time for a few months with his job but he says that has cleared up and can attend meetings.

I recommend approval.



**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2649)**

DOC ID: 2649 A

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**Discussion and ACTION on the recent flooding that occurred during the heavy rains in June 2018.**

We will discuss the areas that flooded, the problems that occurred and what potential solutions we have to prevent flooding to occur in the future. We are particularly interested in the areas where homes of vehicles were damaged. Everyone needs to understand the streets are used for drainage so some backing up in the streets is expected. We just don't want it to be too much.

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2630)**

DOC ID: 2630 A

**City Manager Report A. Wastewater Plant Update B. Water Plant Update C. Water & Wastewater Engineering Study D. Whipple Road Wastewater Extension E. Nature Park F. Hike & Bike Trails G. CDBG 2017-2018 Grant H. Henderson Road Project I. City Hall Project J. Building Inspections K. Underground Canal L. Sports Park M. Dog Park N. Development and Annexation Plans O. Update Planning & Zoning Ordinance P. Economic Development**

A. Wastewater Plant Update - Construction is ongoing for the sludge project. We are working to get bid documents ready to begin advertising for the chlorine contact basin. This should be ready in the next few months. The headworks portion will need to be designed first taking about 120 days and then approval by TWDB. Once that is done we can advertise and begin construction on that.

B. Water Plant Update - Guzman & Munoz Engineering has turned in the documents to TCEQ and TWDB for their approval. It is included in the study under C.

C. Water & Wastewater Engineering Study - Guzman & Munoz Engineering continues to work on design, surveying, easements or property required for east and west Highway 100 as well as north on FM 1575. The water portion has now been turned in for approval from TCEQ and TWDB. They have completed the study for wastewater. The Council approved asking for about \$1,500,000 to fix 3 lift stations, run sewer service to the new annexed areas on West Highway 100, replace some old manholes and replace some old sewer lines. There are no grants available for this but we can probably get a low interest loan. The intent will be to do this with no increase in sewer rates. The amounts we can save on repairs can go towards the loan payment. Pablo has met with the engineers to be a better understanding of the entire project. We are working with engineers, financial advisors and bond counsel on needed documents for TWDB. Don Gonzales from Estarda Hinojosa will meet with Pablo and me in the next few weeks once the audit is completed to get more work done on the application and preparation of the documents to get a loan or grant.

D. Whipple Road Wastewater Extension - Hanson Professional Services has the documents ready for us to advertise, bid, award contract and begin construction. The City has to acquire the easements prior to that. I have not had time to work on these easements. Hopefully that can be done soon.

E. Nature Park - Work continues for phase 2. It is looking very good. The contractor has basically completed the work. We need to do a walkthrough. We will begin working on phase 3 so we can expend the rest of the funds from TPW which is about \$171,000.

F. Hike & Bike Trails - Halff Associates is working on the final design, the timeline and a construction estimate. We are still waiting on TxDOT to get final approval. We hope that is done by this meeting. We also were awarded \$200,000 trails grant through TPW so we will have \$700,000 to work with. However, this will cause a delay since additional environmental clearance will have to be done according to TPW regulations which will take a minimum of a year. We have met with Valley Baptist Legacy Foundation on the delays and explained it to them. They don't like it but neither do we. All we can do is continue the process. We also updated the estimated budget for them.

G. CDBG 2017-2018 Grant - This is to upgrade drainage on Ash Street, Ebony Street and Pecan Street along the canal as well as on East Sixth Street and Ebano Street. It also includes placing the drainage underground along Olmo Street from Eight Street to Tenth Street as funding is available. We had a conference call with the funding agency and were approved to begin the engineering work. Hanson Professional Services was selected by the Council to do the work. They hope to have documents ready to bid by late summer.

H. Henderson Road Project - Ambiotec provided me with exhibits so I can utilize them to meet with each property owner to work out an agreement with them if possible. Henry is finishing the legal portion for each to have with I meet to make a deal. I have not had time to work on them due to flooding and other projects as well as working on budget for next year. The environmental clearance has been approved by all agencies. Unfortunately some of the requirements may cause the project cost to increase.

I. City Hall Project - The Pre-Proposal meeting was held on July 29. The bids will be opened on July 12. Prayers for a great contractor and cheap prices.

J. Building Inspections - We have receive 3 or 4 applications but not of them have the certifications needed. We will keep looking.

K. Underground Canal - Bayview Irrigation District is interested in getting a survey done so estimated can be done for potential grants. It is on the agenda for us to fund the part in the city and ETJ.

L. Sports Park - The Rodeo Committee is working to get plans to determine the cost of the drainage crossing and meet with the developer to determine the exact land that will be involved. This should be done in another month.

M. Dog Park - Wal-Mart is interested in moving this project forward. I have spoken to their real estate folks. We will meet again later in July.

N. Development & Annexation Plans - Will work on this later in the year.

O. Update Planning & Zoning Ordinance - I am reaching out to firms that specialize in this work to assist us. Will share information when I get some data.

P. Economic Development - Retail Coach is out promoting the city to different retailers.

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2634)**

DOC ID: 2634 A

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## **Financial Report 1. Monthly 2. Year-to-Date 3. Sales Tax Report**

Call with questions.

I recommend approval.



## Fund 01 - General Fund

## Financial Summary

Budget Target 75.00%

	Current		Total				
Revenue	Budget	Year to Date	Encumbered	Budget Balance	May	June	% YTD
Property Taxes	\$ 1,435,982	\$ 1,418,729.26	\$ -	\$ 17,252.74	\$ 35,241.09	\$ 21,832.92	98.80
Nonproperty Taxes	1,326,023	\$ 1,031,019.46	-	295,003.54	145,942.35	99,317.11	77.75
Police	518,600	\$ 459,540.84	-	59,059.16	47,224.27	35,963.17	88.61
Health	9,050	\$ 6,283.00	-	2,767.00	1,052.50	897.50	69.43
Garbage	133,000	\$ 133,812.06	-	(812.06)	12,099.79	65,542.57	100.61
Parks	35,500	\$ 32,809.63	-	2,690.37	4,722.00	5,582.00	92.42
Library	13,000	\$ 10,585.19	-	2,414.81	-	2,294.60	81.42
Misc Revenue	25,000	\$ 19,828.66	-	5,171.34	17,043.68	330.24	79.31
Reimbursables	209,001	\$ 222,135.52	-	(13,134.52)	64,447.40	(100.00)	106.28
<b>Total Revenue</b>	<b>\$ 3,705,156</b>	<b>\$ 3,334,743.62</b>	<b>\$ -</b>	<b>\$ 370,412.38</b>	<b>\$ 327,773.08</b>	<b>\$ 231,660.11</b>	<b>90.00</b>

	Current		Total				
Expenditure	Budget	Year to Date	Encumbered	Budget Balance	May	June	% YTD
Administration	\$ 396,501	\$ 299,319.65	\$ 3,536.90	\$ 93,644.45	\$ 79,656.67	\$ 14,792.24	75.49
Municipal Court	\$ 200,758	139,255.61	715.59	\$ 60,786.80	15,444.67	6,988.83	69.36
Tax Assessor Collector	\$ 33,083	30,992.56	0.00	\$ 2,090.44	5,463.19	106.66	93.68
Elections	\$ 13,500	231.80	0.00	\$ 13,268.20	-	-	1.72
Police	\$ 1,496,817	933,341.87	8,465.94	\$ 555,009.19	100,974.77	71,988.63	62.36
Fire	\$ 166,150	84,355.23	0.00	\$ 81,794.77	545.72	19,216.82	50.77
Engineering	\$ 80,150	53,082.57	0.00	\$ 27,067.43	8,306.94	-	66.23
Health	\$ 135,836	64,429.21	2,053.16	\$ 69,353.63	5,010.97	2,115.42	47.43
Emergency Medical Serv	\$ 181,300	111,358.33	0.00	\$ 69,941.67	45.89	25,023.74	61.42
Garbage	\$ 4,250	623.84	0.00	\$ 3,626.16	568.57	(7.33)	14.68
Storm Water	\$ 15,000	1,564.53	0.00	\$ 13,435.47	410.00	-	10.43
Streets	\$ 329,662	231,185.33	32,936.30	\$ 65,540.37	77,336.48	15,158.96	70.13
Parks	\$ 303,901	240,140.12	5,161.44	\$ 58,599.44	20,533.90	19,802.65	79.02
Library	\$ 170,876	112,962.14	3,266.50	\$ 54,647.36	14,562.15	5,586.67	66.11
Community Center	\$ 13,598	6,475.78	0.00	\$ 7,122.22	994.51	682.89	47.62
Emergency Management	\$ 42,310	21,792.64	17,537.00	\$ 2,980.36	3,673.64	327.49	51.51
All Department Expense	\$ 14,600	5,760.38	0.00	\$ 8,839.62	228.72	-	39.45
City Promotion	\$ 4,500	4,500.00	0.00	\$ -	-	1,500.00	100.00
DSRIP-Community Health	\$ 45,000	82,725.80	0.00	\$ (37,725.80)	12,484.15	1,680.88	183.84
Mental Task Force Program	\$ 59,499	40,953.22	0.00	\$ 18,545.78	4,443.90	2,688.73	68.83
Information Technology	\$ 34,324	22,549.34	0.00	\$ 11,774.66	1,671.27	668.25	65.70
Transfers	\$ 69,070	-	0.00	\$ 69,070.00	-	-	0.00
<b>Total Expenditures</b>	<b>\$ 3,810,684</b>	<b>\$ 2,487,599.95</b>	<b>\$ 73,672.83</b>	<b>\$ 1,249,412.22</b>	<b>\$ 352,356.11</b>	<b>\$ 188,321.53</b>	<b>65.28</b>

Revenue Over/Under Expenditures	\$ (105,528)	\$ 847,143.67	\$ (73,672.83)	\$ (878,999.84)	\$ (24,583.03)	\$ 43,338.58	
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Attachment: FINANCIAL REPORT JUNE 2018 (2634 : Financial Report)



CHECKLIST FOR				JUNE 2018
GENERAL FUND				
CK#	VENDOR NAME	Inv.Date	Amount	Description
159	CITY OF L.F. PAYROLL ACCT	06/14/18	\$ 77,553.31	DUE TO PAYROLL #19 6/15/18
163	CITY OF L.F. PAYROLL ACCT	06/28/18	\$ 66,022.68	DUE TO PAYROLL #20 6/29/18
32528	BIBI GARZA	06/08/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
32529	ESMERALDA MACIAS	06/08/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
32530	ISABEL JARAMILLO	06/08/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
32531	JAIME GARCIA	06/08/18	\$ 166.00	OVER PAYMENT-18001115
32532	JAMES LAWRENCE	06/08/18	\$ 166.00	OVER PAYMENT-18001115A
32533	JUANITA HERRERA	06/08/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
32534	LORI LYNN THOMPSON	06/08/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF CITY POOL 6/3/18
32535	PAUL NARVAEZ	06/08/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
32536	ALLIED WASTE SERVICES	05/31/18	\$ 568.57	1 WASTE CONTAINER-100 RODEO DRIVE-FIRE DEPT
32537	ARCHER BUSINESS SYSTEM	05/31/18	\$ 697.39	MAY 2018-COPIER METER READING-CITY HALL/COL
32538	CAMERON APPRAISAL DISTRICT	05/14/18	\$ 5,306.00	3RD QUARTER ASSESSMENT
32539	CHARLIE BANDA	06/05/18	\$ 95.00	PER DIEM-BASIC INTERNAL AFFAIR CLASS-PASADE
32540	CITY OF LOS FRESNOS	05/20/18	\$ 765.02	UTILITIES-CITY HALL/B&G CLUB/PARKS/HYDRANTS/E
32541	CITY OF LOS FRESNOS	05/20/18	VOID	VOIDED CHECK-CONTINUED
32542	CRYSTAL CLEAR WATER	06/05/18	\$ 212.65	WATER COOLER FILTER CHANGE-CITY HALL
32543	DANIEL MARCHAN	06/05/18	\$ 95.00	PER DIEM-BASIC INTERNAL AFFAIR CLASS-PASADE
32544	DELTA SPECIALTIES SUPPLY	05/21/18	\$ 974.04	STREET SIGNS-NO SMOKING/NO DUMPING/SLOW/SF
32545	ENRIQUE JUAREZ	05/30/18	\$ 2,625.00	MAY 2018-ATTORNEY FEES
32546	ENVISIONWARE, INC	05/31/18	\$ 3,197.50	TIME & PRINT MANAGEMENT-PUBLIC COMPUTERS-L
32547	ESTRADA HINOJOSA	05/10/18	\$ 1,000.00	CONTINUING DISCLOSURE PREP FEE FYE 2017
32548	FACILITY SOLUTIONS GROUP	04/26/18	\$ 1,122.00	REPLACE BALLASTS AT COMMUNITY PARK BALL FIE
32549	FUELMAN	VARIOUS	\$ 2,082.78	FUEL FOR ENVIRONMENTAL/PD/STREET DEPT VEHIC
32550	GENE DANIELS	06/01/18	\$ 1,850.00	JUNE 2018-JUDGE/PHONE STIPEND
32551	GERONIMO SHELTON	06/01/18	\$ 451.00	JUNE 2018-FIRE MARSHAL
32552	GRANICUS	06/01/18	\$ 331.80	AGENDA/MINUTE-IQM2 MONTHLY SUBSCRIPTION
32553	HECTOR GONZALEZ	06/05/18	\$ 661.28	HOTEL/PER DIEM-BASIC INTERNAL AFFAIR CLASS-P
32554	HECTOR'S MUFFLER	VARIOUS	\$ 180.47	OIL CHANGES-PD UNITS/TAIL LIGHTS-PD UNIT
32555	HERNANDEZ INSTALLATIONS	05/31/18	\$ 135.00	UNINSTALL/REINSTALL RADAR UNITS-F161
32556	HILLYARD	VARIOUS	\$ 159.60	CLEANING SUPPLIES-CITY BUILDINGS
32557	JUAN RODRIGUEZ	06/05/18	\$ 95.00	PER DIEM-BASIC INTERNAL AFFAIR CLASS-PASADE
32558	LINEBARGER GOGGAN	06/08/18	\$ 8,442.57	MARCH 2018-COLLECTION FEES
32559	LF AMBULANCE SERVICE	06/01/18	\$ 25,000.00	3RD QUARTER PAYMENT-APR/MAY/JUNE
32560	LOS FRESNOS BOYS & GIRLS	06/01/18	\$ 10,000.00	3RD QUARTER AGREEMENT
32561	LOS FRESNOS CHAMBER OF COM	06/01/18	\$ 2,850.00	JUNE 2018-SERVICE AGREEMENT
32562	LOS FRESNOS NEWS	VARIOUS	\$ 150.00	1/4 BANNER AD-GRADUATION/ARTISAN MARKET
32563	LF VOLUNTEER FIRE DEPT	06/01/18	\$ 18,750.00	3 QTR PAYMENT APR/MAY/JUNE
32564	LUIS RAMOS	05/31/18	\$ 7,369.44	MAY 2018-CUSTOMER SERVICE INSPECTIONS
32565	O'REILLY AUTO	VARIOUS	\$ 25.77	MAY 2018-SUPPLIES FOR MAINTENANCE
32566	PAMELA DENNY	06/01/18	\$ 500.00	JUNE 2018-CONTRACT SECRETARY
32567	PEDERSON CONSTRUCTION	05/24/18	\$ 495.00	LIME STONE FOR STREET REPAIRS
32568	PETTY CASH	VARIOUS	\$ 114.30	FRUIT-CITY HALL EMPLOYEES/PD-REGISTRATION RE
32569	PITNEY BOWES	06/01/18	\$ 149.13	POSTAGE METER RENTAL
32570	REGION STAFFING	VARIOUS	\$ 3,307.25	CONTRACT LABOR-WEEKENDING 5/6,5/20,5/27/18
32571	ROAD RESCUE	05/29/18	\$ 1,364.00	124- 50LB BAGS OF ASPHALT PATCH FOR STREET R
32572	SAFFIRE, LLC	06/01/18	\$ 1,500.00	SAFFIRE SITE-6 MONTH HOSTING
32573	SAM'S	VARIOUS	\$ 277.74	MINI FRIDGE-PD/DOG FOOD-ANIMAL CONTROL-EMPI
32574	SANCHEZ TIRE SHOP	VARIOUS	\$ 10.00	REPAIR FLATS-PD UNITS
32575	SIRCHIE FINGERPRINT LAB	05/17/18	\$ 450.93	FORENSIC EQUIPMENT FOR POLICE DEPT
32576	SIRCHIE FINGERPRINT LAB	05/17/18	VOID	VOIDED CHECK-CONTINUED
32577	SMARTCOM	06/01/18	\$ 102.50	INTERNET SERVICE-LIBRARY
32578	STAPLES	VARIOUS	\$ 364.54	OFFICE SUPPLIES-LABEL MAKER/BINDERS/FILE SOR
32579	SUSANA ESCOBEDO	05/31/18	\$ 14.22	REIMBURSE MILES-READING PROGRAM 5/3-5/31/18
32580	TEEX	05/25/18	\$ 1,000.00	INTERMEDIATE COLLISION INVESTIGATION COURSE
32581	ALLIED WASTE SERVICES	06/08/18	\$ 50,224.31	RE:SOLID WASTE/BRUSH COLLECTION'
32582	PEDERSON CONSTRUCTION	06/08/18	\$ 69,573.12	RODEO ROAD CONSTRUCTION
32583	GILBERTO SANCHEZ	06/22/18	\$ 50.00	RENTAL DEPOSIT REFUND-LF MEMO



32584	LEONILA GAYTAN	06/22/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 6/
32585	MARIA LUISA VILLARREAL	06/22/18	\$ 50.00	RENTAL DEPOSIT REFUND-LF MEMORIAL PARK 6/9/18
32586	SAMUEL MARTINEZ	06/22/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
32587	SYLVIA HERNANDEZ	06/22/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
32588	AMAZON.COM	06/07/18	\$ 103.81	LABELS/DIVIDERS FOR BUDGET BINDERS
32589	ARCHER BUSINESS SYST	06/08/18	\$ 84.81	COPIER METER READING-COURT
32590	AT&T	05/17/18	\$ 552.30	PHONE SERVICE-CITY HALL/POLICE DEPT/COURT/P
32591	AT&T MOBILITY	06/01/18	\$ 1,195.64	MOBILE PHONE SERVICE-CITY HALL/PD/COURT/CO
32592	CC DISTRIBUTORS, INC	06/07/18	\$ 1,573.18	CLEANING SUPPLIES-CITY BUILDINGS
32593	CDC	06/22/18	\$ 27,497.27	TAX ALLOCATION END 6/5/18
32594	CINTAS	VARIOUS	\$ 640.32	MEDICAL SUPPLIES-CITY HALL/COMM. CENTER/PD/I
32595	CITY OF BROWNSVILLE	05/31/18	\$ 36.00	USE OF SANITARY LANDFILL
32596	DELTA SPECIALTIES	05/24/18	\$ 33.50	DO NOT BLOCK DRIVEWAY SIGNS
32597	DIRECT ENERGY	05/30/18	\$ 3,235.21	ELEC-PARKS/LIBRARY/BOYS & GIRLS
32598	ENRIQUE JUAREZ	06/19/18	\$ 353.02	PER DIEM/MILEAGE-PROSECUTOR SEMINAR 6/25-6/
32599	FEDERAL EXPRESS	VARIOUS	\$ 132.35	DELIVERIES-TYLER TECHNOLOGIES/SAFETY VISION
32600	FUELMAN	VARIOUS	\$ 1,928.72	FUEL FOR ENVIRONMENTAL/PD/STREET DEPT VEHI
32601	GALL'S LLC	06/08/18	\$ 2,092.96	UNIFORMS FOR PD OFFICERS-PANTS & SHIRTS
32602	HANSON PROFESSIONAL	05/19/18	\$ 5,240.95	ENGINEERING-NATURE PARK/PERMITS-FIRE HYDRA
32603	HECTOR'S MUFFLER	06/05/18	\$ 60.00	COMMUNITY PARK PICNIC TABLE REPAIR
32604	HONORANTO MANRRIQUE	06/22/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
32605	HUGHES NETWORK	06/04/18	\$ 112.41	SATELLITE INTERNET-EOC
32606	JOHN DEERE GOVT	06/05/18	\$ 83.96	REPLACEMENT CHAIN FOR STIHL CHAINSAW
32607	LESLIE'S SWIMMING POOL	06/05/18	\$ 479.80	POOL SUPPLIES-SKIMMER/BRUSH/PRESSURE GAUC
32608	LEXIS NEXIS	05/31/18	\$ 100.00	PEOPLE SEARCH PROGRAM
32609	LOS FRESNOS CHAMBER OF COM	06/22/18	\$ 1,500.00	2018-4TH OF JULY CELEBRATION
32610	MAXIMINO TORRES	06/22/18	\$ 316.00	CLEANING-VEHICLES-PD/HEALTH/PARKS/STREETS
32611	MCDONALD'S	05/30/18	\$ 39.00	MAY 2018-PRISONER MEALS
32612	NASASP	06/14/18	\$ 39.00	SURPLUS PROPERTY MEMBERSHIP
32613	NOVA HEALTHCARE	05/29/18	\$ 45.07	PRE EMPLOYMENT SCREENING-JONES
32614	PETTY CASH	VARIOUS	\$ 132.08	WALMART-BAGGIES-MOVIE NIGHT/FRUIT CITY HALL
32615	PURCHASE POWER	05/31/18	\$ 461.26	MAY 2018-POSTAGE-COURT/PD/CITY HALL/LIB/CODE
32616	RED RIVER SPECIALTIES	06/12/18	\$ 584.40	WEED KILLER FOR VEGETATION CONTROL ON CURB
32617	REGION STAFFING	VARIOUS	\$ 2,158.69	CONTRACT LABOR WEEKEND 6/3,6/10/18
32618	SIRCHIE FINGERPRINT LAB	06/04/18	\$ 11.00	FORENSIC EQUIPMENT FOR POLICE DEPT
32619	SMARTCOM TELEPHONE	06/08/18	\$ 483.37	INTERNET SERVICE-CITY HALL/POLICE DEPT/COURT
32620	SUSANA ESCOBEDO	06/15/18	\$ 33.63	REIMBURSE MILES-READING PROGRAM 6/4-6/15/18
32621	THE FLOWER GALLERY	05/21/18	\$ 55.00	FLOWERS-FUNERAL-MALDONADO
32622	TYLER TECHNOLOGIES	06/01/18	\$ 19,386.00	PUBLIC SAFETY SUITE-CAD/CITATIONS
32623	VEAE SERVICES	06/18/18	\$ 411.44	PHONE SERVICE-CITY BUILDINGS
32624	XEROX FINANCIAL	06/10/18	\$ 280.25	COPIER LEASE-LIBRARY
32625	ZARSKY LUMBER	05/31/18	\$ 758.96	MAY 2018-SUPPLIES FOR MAINT/STREET ASPHALT-F
32626	B&M ASSESSMENT SERVICE	06/22/18	\$ 60.00	BUILDING PROJECTS REFUND
32627	BRIAN MCALLISTER	06/26/18	\$ 220.00	WELD ROOF SUPPORT ON PAVILLION-COMMUNITY F
32628	GRANT WRITING USA	06/26/18	\$ 910.00	GRANT WRITING CLASS-D.RATLIFF/K.HOUSE
		<b>TOTAL</b>	<b>\$ 443,069.27</b>	





## Fund 05 - Utility Fund

## Financial Summary

Budget Target 75.00%

Revenue	Current Budget	Year to Date	Total Encumbered	Budget Balance	May	June	% YTD
Revenues	\$ 2,621,703	\$ 2,088,342.65	\$ -	\$ 533,360.35	\$ 254,800.33	\$ 204,499.68	79.66
Miscellaneous Income	0	33,022.02	-	(33,022.02)	-	-	0.00
<b>Total Revenue</b>	<b>\$ 2,621,703</b>	<b>\$ 2,121,364.67</b>	<b>\$ -</b>	<b>\$ 500,338.33</b>	<b>\$ 254,800.33</b>	<b>\$ 204,499.68</b>	<b>80.92</b>

Expenditure	Current Budget	Year to Date	Total Encumbered	Budget Balance	May	June	% YTD
Water Administration	\$ 524,541	\$ 384,389.20	\$ 2,621.38	\$ 137,530.42	\$ 8,997.98	\$ 17,139.76	73.28
Information Technology	17,162	11,274.64	-	5,887.36	835.63	334.12	65.70
Water Supplies	104,900	81,110.62	10,116.33	13,673.05	7,036.43	713.67	77.32
Maintenance of Water Structure	9,200	7,080.68	37.94	2,081.38	510.21	1,235.76	76.96
Maintenance of Water Equipment	72,400	57,493.50	930.62	13,975.88	17,435.61	804.76	79.41
Water Purchases	43,875	23,282.87	-	20,592.13	3,350.97	2,767.85	53.07
Water Miscellaneous Expenses	468,481	141,736.81	-	326,744.19	13,507.72	408.00	30.25
Capital Outlay	67,500	28,047.96	1,713.00	37,739.04	3,010.01	-	41.55
Water Bonded Indebtedness	95,386	63,386.36	-	31,999.64	-	-	66.45
Sewer Administration	690,571	435,968.76	359.13	254,243.11	17,315.59	18,555.99	63.13
Information Technology	17,162	11,274.65	-	5,887.35	835.63	334.12	65.70
Sewer Supplies	71,750	47,902.36	2,602.83	21,244.81	3,883.71	1,758.97	66.76
Maintenance of Sewer Structure	11,700	7,653.52	-	4,046.48	1,720.83	1,020.00	65.41
Maintenance of Sewer Equipment	75,597	67,211.40	7,354.47	1,031.13	1,175.10	2,062.29	88.91
Sewer Miscellaneous Expenses	555,500	24,034.85	-	531,465.15	-	2,423.00	4.33
Sewer Bonded Indebtedness	62,732	14,062.85	-	48,669.15	-	3,141.75	22.42
Transfer Out	478,248	520,397.00	-	(42,149.00)	-	8,563.50	108.81
<b>Total Expenditures</b>	<b>\$ 3,366,705</b>	<b>\$ 1,926,308.03</b>	<b>\$ 25,735.70</b>	<b>\$ 1,414,661.27</b>	<b>\$ 79,615.42</b>	<b>\$ 61,263.54</b>	<b>57.22</b>

Revenue Over/Under Expenditures	\$ (745,002)	\$ 195,056.64	\$ (25,735.70)	\$ (914,322.94)	\$ 175,184.91	\$ 143,236.14	
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Attachment: FINANCIAL REPORT JUNE 2018 (2634 : Financial Report)

CHECKLIST FOR WATER & SEWER				JUNE 2018
CK #	VENDOR NAME	Inv.Date	Amount	Description
160	CITY OF L.F. PAYROLL ACCT	06/14/18	\$ 31,769.72	DUE TO PAYROLL #19 6/15/18
164	CITY OF L.F. PAYROLL ACCT	06/28/18	\$ 27,944.26	DUE TO PAYROLL #20 6/29/18
147731	A&M AUTOMOTIVE	05/31/18	\$ 7.00	STATE INSPECTION FOR WS-064
147732	AGUAWORKS	VARIOUS	\$ 880.86	SUPPLIES-SEWER/WATER LINE MAINTENANCE
147733	AQUA METRIC SALES	05/07/18	\$ 2,974.51	3/4" WATER METERS
147734	BICKERSTAFF HEATH	05/15/18	\$ 254.98	ATTORNEY FEES-ERH
147735	CCID#6	06/01/18	\$ 2,271.23	MAY 2018-RAW WATER
147736	CENTRAL PLUMBING & ELEC	05/02/18	\$ 233.82	DOUBLE CHECK VALVE-LIFT STATION #6
147737	CINTAS CORPORATION	VARIOUS	\$ 1,181.24	CLEANING-WATER/SEWER UNIFORMS
147738	CITY OF LOS FRESNOS	05/20/18	\$ 317.89	UTILITES-WATER/SEWER/GARBAGE-SEWER PLANT/LIFT
147739	CORE & MAIN LP	05/24/18	\$ 499.14	FIRE HYDRANT REPLACEMENT PARTS
147740	EAST RIO HONDO WATER	06/08/18	\$ 962.09	JUNE 2018-ERH SETTLEMENT
147741	ESTRADA HINOJOSA	05/10/18	\$ 500.00	CONTINUING DISCLOSURE PREP FEE- FYE 2017
147742	FUELMAN	VARIOUS	\$ 739.11	FUEL FOR WATER/SEWER VEHICLES
147743	IMPERIAL ELECTRIC MOTOR	06/01/18	\$ 1,245.00	REPAIR SEWAGE PUMP-N.CLARIFIER-WWTP
147744	INTEGRITY	05/31/18	\$ 970.00	MAY 2018-SEWER PLANT TESTING
147745	O'REILLY AUTO PARTS	VARIOUS	\$ 211.20	MAY 2018-SUPPLIES FOR MAINTENANCE
147746	LUIS MASCORRO	06/01/18	\$ 1,020.00	REPAIRS TO HS LIFT STATION/REPAIR ALARM-LS#13
147747	O'REILLY AUTO	VARIOUS	\$ 825.06	GREASE FOR WWP/GENERATOR BATTERIES
147748	PEDERSON CONSTRUCTION	05/21/18	\$ 425.00	SAND FOR WATER LINE REPAIRS
147749	PRAXAIR	05/22/18	\$ 211.19	CHEMICAL CYLINDER RENTAL
147750	PUTTBROS, LLC	05/28/18	\$ 15,258.00	ANNUAL FIRE HYDRANT MAINTENANCE/REPLACE 6 HYD
147751	REGION STAFFING	VARIOUS	\$ 2,326.55	CONTRACT LABOR-WEEKENDING 5/6,5/20, 5/27/18
147752	STAPLES	VARIOUS	\$ 304.97	OFFICE SUPPLIES-BINDERS/FILE SORTER/POS ROLLS/T
147753	TEEX	05/17/18	\$ 150.00	PUMP & MOTOR MAINTENANCE CLASS-C.SALAZAR/R.GA
147754	THE BANK OF NEW YORK	05/21/18	\$ 1,100.00	AGENT FEE-LOS FRESNOS02
147755	TYLER TECHNOLOGIES	06/01/18	\$ 816.00	UTILITY BILLING ONLINE COMPONENT
CHECKS 147756-147771				UTILITY DEPOSIT REFUND CHECKS
147772	US POSTMASTER	06/18/18	\$ 151.20	POSTAGE-LATE NOTICE WATER BILLS
147773	DIAMOND EIGHT INDUSTRIES	06/19/18	\$ 84,019.95	APPLICATION #4-NATURE PARK TRAILS II
CHECKS 147774-147775				UTILITY DEPOSIT REFUND CHECKS
147776	AERACI.COM	06/14/18	\$ 475.99	YEARLY MAINTENANCE OF ICE MACHINE
147777	AMAZON.COM	VARIOUS	\$ 355.13	5 GAL -MOBILGEAR OIL/NITRILE GLOVES-CHEMICALSLAE
147778	AMCHEM, INC	06/08/18	\$ 960.00	CALCIUM HYPOCHLORITE-WWTP CHEMICALS
147779	ANA-LAB	VARIOUS	\$ 167.00	WATER TESTING/TCEQ LT2 WATER TESTING
147780	AT&T	05/17/18	\$ 47.99	PHONE SERVICE-WATER/SEWER
147781	AT&T MOBILITY	06/01/18	\$ 310.86	MOBILE PHONE SERVICE-WATER/SEWER
147782	CCID #6	06/08/18	\$ 496.62	WATER FOR AGUA NEGRA LAKE
147783	CHEMTEX	06/07/18	\$ 275.00	BREAKAWAY LUBRICANT/ELEC CIRCUIT CLEANER
147784	CHEMTRADE CHEMICALS	05/23/18	\$ 4,512.05	WATER PLANT CHEMICALS-CAUSTIC SODA
147785	CINTAS CORPORATION	06/08/18	\$ 134.77	MEDICAL SUPPLIES-PUBLIC WORKS
147786	CORE & MAIN LP	06/06/18	\$ 674.28	WATER LINE REPAIR SUPPLIES-PITA & 8TH STREET
147787	DEPT STATE HEALTH SERVICE	06/04/18	\$ 132.30	WATER TESTINGS-15 SAMPLES
147788	DIRECT ENERGY	05/31/18	\$ 10,272.78	ELEC-WATER/SEWER
147789	FUELMAN	VARIOUS	\$ 938.34	FUEL FOR WATER/SEWER VEHICLES
147790	HECTOR'S MUFFLER	VARIOUS	\$ 515.77	REPAIR HORN-WS-064/REPLACE ALTERNATOR WS-51-B
147791	LUIS MASCORRO	VARIOUS	\$ 625.00	REPAIR FILTER PUMP #3 -WTP/FILTER PUMP#1 HEATER
147792	MAGIC VALLEY ELECTRIC	06/14/18	\$ 69.90	ELECTRIC-LIFT STATION-CACTUS ROAD
147793	MAXIMINO TORRES	06/22/18	\$ 132.00	CLEANING-W/S VEHICLES
147794	MOODY BROS	05/31/18	\$ 460.00	WWTP FLOW METER ANNUAL CALIBRATION
147795	NEW CORE	06/15/18	\$ 300.00	REPAIR IMPELLER-SEWAGE PUMP LS#12
147796	PURCHASE POWER	05/31/18	\$ 59.73	MAY 2018-POSTAGE
147797	REGION STAFFING	VARIOUS	\$ 1,893.64	CONTRACT LABOR WEEK ENDING 6/3,6/10/18
147798	SMARTCOM TELEPHONE	06/08/18	\$ 141.64	6/8-7/7/18 INTERNET SERVICE-WATER/SEWER DEPT
147799	THE BANK OF NEW YORK	06/06/18	\$ 3,141.75	RE:LF LIEN CERT OB2002- INTEREST EXPENSE
147800	VEAE SERVICES	06/18/18	\$ 23.74	PHONE SERVICE-WATER/SEWER
147801	ZARSKY LUMBER	05/31/18	\$ 715.26	MAY 2018-SUPPLIES FOR MAINTENANCE
147802	X COMMISSION ON ENVIRONMEN	06/22/18	\$ 2,015.00	WWTP PERMIT-FY 2018
147803	US POSTMASTER	06/29/18	\$ 598.50	POSTAGE-FIRST NOTICE WATER BILLS
TOTAL			\$ 210,015.01	

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UTILITY DEPOSIT REFUND CHECKS				
147756	ATHERTON, JAMES ALAN	06/08/18	\$ 2.95	ACCT #01-02520-02 UTILITY DEPOSIT REFUND
147757	RAMIREZ, YASMIN G	06/08/18	\$ 76.41	ACCT #01-17310-13 UTILITY DEPOSIT REFUND
147758	HOFMESITER, CHARLES	06/08/18	\$ 103.32	ACCT #01-17821-01 UTILITY DEPOSIT REFUND
147759	CAVAZOS, GABRIELA	06/08/18	\$ 72.05	ACCT #01-17916-01 UTILITY DEPOSIT REFUND
147760	BLOW, OSBERT	06/08/18	\$ 108.63	ACCT #01-21010-05 UTILITY DEPOSIT REFUND
147761	ENCINO HOMES	06/08/18	\$ 114.83	ACCT #01-26007-00 UTILITY DEPOSIT REFUND
147762	BATRES, JOSE LUIS	06/08/18	\$ 83.92	ACCT #02-05740-06 UTILITY DEPOSIT REFUND
147763	LA MAQUINA RESTAURANT	06/08/18	\$ 97.51	ACCT #02-06910-09 UTILITY DEPOSIT REFUND
147764	RANCHO REALTY	06/08/18	\$ 108.76	ACCT #02-10422-02 UTILITY DEPOSIT REFUND
147765	B.I.C. REALTY	06/08/18	\$ 84.77	ACCT #02-21384-07 UTILITY DEPOSIT REFUND
147766	QUALITY BUILDING RENOVATION	06/08/18	\$ 113.96	ACCT #02-22020-00 UTILITY DEPOSIT REFUND
147767	MOLINA, DOMINGO III	06/08/18	\$ 110.21	ACCT #02-22026-00 UTILITY DEPOSIT REFUND
147768	LOPEZ, JOSE ANGEL	06/08/18	\$ 18.21	ACCT #03-06123-06 UTILITY DEPOSIT REFUND
147769	GONZALEZ ENTERPRIZES, LLC	06/08/18	\$ 92.49	ACCT #03-14199-01 UTILITY DEPOSIT REFUND
147770	MARTINEZ, HILARIO G	06/08/18	\$ 106.94	ACCT #03-20351-01 UTILITY DEPOSIT REFUND
147771	FOREMOST PAVING	06/08/18	\$ 150.00	ACCT #96-00005-02 UTILITY DEPOSIT REFUND
		<b>TOTAL</b>	<b>\$ 1,444.96</b>	
147774	SALAS RIOS, ISMAEL	06/20/18	\$ 97.51	ACCT #02-06910-09 UTILITY DEPOSIT REFUND
147775	BODDEN, MARTHA	06/20/18	\$ 150.00	ACCT #02-04142-04 UTILITY DEPOSIT REFUND
		<b>TOTAL</b>	<b>\$ 247.51</b>	



## Fund 09 - Community Development Corporation Fund

## Financial Summary

Budget Target 75.00%

	Current Budget	Year to Date	Total Encumbered	Budget Balance	May	June	% YTD
<b>Revenue</b>							
CDC Disbursements	\$ 326,000	\$ 256,625.22	\$ -	\$ 69,374.78	\$ 35,805.53	\$ 27,497.27	78.72
<b>Total Revenue</b>	<u>\$ 326,000</u>	<u>\$ 256,625.22</u>	<u>\$ -</u>	<u>\$ 69,374.78</u>	<u>\$ 35,805.53</u>	<u>\$ 27,497.27</u>	<u>78.72</u>
<b>Expenditure</b>							
CDC Disbursements	\$ 326,000	\$ 256,600.90	\$ 4,535.62	\$ 64,863.48	\$ 70,181.24	\$ 3,048.54	78.71
<b>Total Expenditures</b>	<u>\$ 326,000</u>	<u>\$ 256,600.90</u>	<u>\$ 4,535.62</u>	<u>\$ 64,863.48</u>	<u>\$ 70,181.24</u>	<u>\$ 3,048.54</u>	<u>78.71</u>
Revenue Over/Under Expenditures	\$ -	\$ 24.32	\$ (4,535.62)	\$ 4,511.30	\$ (34,375.71)	\$ 24,448.73	

Attachment: FINANCIAL REPORT JUNE 2018 (2634 : Financial Report)

[illegible]

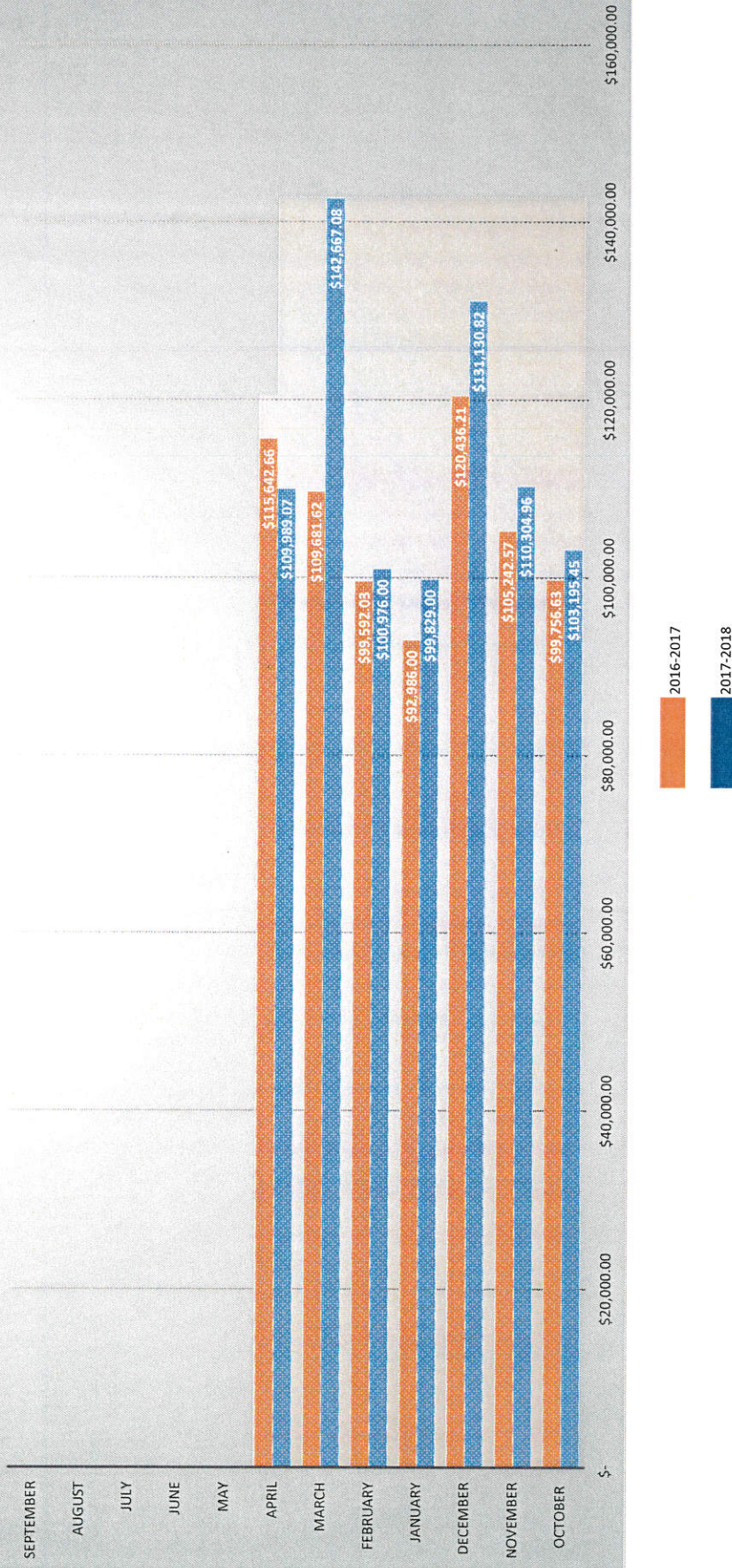


**City of Los Fresnos**  
Sales Tax Revenue Analysis  
Comparison with Prior Year

FISCAL YEAR 2016-17		2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
Sales Activity	Paid	FY 16-17	FY 15-16	Inc(Dec) (\$)	Inc(Dec) (%)	FY 16-17	FY 15-16	Inc(Dec) (\$)	Inc(Dec) (%)	FY 16-17	FY 15-16	Inc(Dec) (\$)	Inc(Dec) (%)
OCTOBER	December	\$ 99,756.63	\$ 87,890.83	\$ 11,865.80	13.50%	\$ 74,817.47	\$ 65,918.12	\$ 8,899.35	13.50%	\$ 24,939.16	\$ 21,972.71	\$ 2,966.45	13.50%
NOVEMBER	January	105,242.57	83,032.71	22,209.86	26.75%	78,931.93	62,274.53	16,657.40	26.75%	26,310.64	20,758.18	5,552.47	26.75%
DECEMBER	February	120,436.21	188,503.18	(68,066.97)	-36.11%	90,327.16	141,377.39	(51,050.23)	-36.11%	30,109.05	47,125.80	(17,016.74)	-36.11%
JANUARY	March	92,985.80	90,867.60	2,118.20	2.33%	69,739.35	68,150.70	1,588.65	2.33%	23,246.45	22,716.90	529.55	2.33%
FEBRUARY	April	99,592.03	99,279.59	312.44	0.31%	74,694.02	74,459.69	234.33	0.31%	24,898.01	24,819.90	78.11	0.31%
MARCH	May	109,681.62	129,611.00	(19,929.38)	-15.38%	82,261.22	97,208.25	(14,947.04)	-15.38%	27,420.41	32,402.75	(4,982.35)	-15.38%
APRIL	June	115,642.66	87,282.33	28,360.33	32.49%	86,732.00	65,461.75	21,270.25	32.49%	28,910.67	21,820.58	7,090.08	32.49%
MAY	July	128,747.63	154,883.26	(26,135.63)	-16.87%	96,560.72	116,162.45	(19,601.72)	-16.87%	32,186.91	38,720.82	(6,533.91)	-16.87%
JUNE	August	114,408.47	125,646.93	(11,238.46)	-8.94%	85,806.35	94,235.20	(8,428.84)	-8.94%	28,602.12	31,411.73	(2,809.62)	-8.94%
JULY	September	121,504.14	102,855.94	18,648.20	18.13%	91,128.11	77,141.96	13,986.15	18.13%	30,376.04	25,713.99	4,662.05	18.13%
AUGUST	October	114,509.39	116,427.55	(1,918.16)	-1.65%	85,882.04	87,320.66	(1,438.62)	-1.65%	28,627.35	29,106.89	(479.54)	-1.65%
SEPTEMBER	November	109,338.63	111,307.74	(1,969.11)	-1.77%	82,003.97	83,480.81	(1,476.83)	-1.77%	27,334.66	27,826.94	(492.28)	-1.77%
Total Sales Activity		\$ 1,331,845.78	\$ 1,377,588.66	\$ (45,742.88)	-3.32%	\$ 998,884.34	\$ 1,033,191.50	\$ (34,307.16)	-3.32%	\$ 332,961.45	\$ 344,397.17	\$ (11,435.72)	-3.32%

FISCAL YEAR 2017-18		2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
Sales Activity	Paid	FY 17-18	FY 16-17	Inc(Dec) (\$)	Inc(Dec) (%)	FY 17-18	FY 16-17	Inc(Dec) (\$)	Inc(Dec) (%)	FY 17-18	FY 16-17	Inc(Dec) (\$)	Inc(Dec) (%)
OCTOBER	December	\$ 103,195.45	\$ 99,756.63	\$ 3,438.82	3.45%	\$ 77,396.59	\$ 74,817.47	\$ 2,579.11	3.45%	\$ 25,798.86	\$ 24,939.16	\$ 859.70	3.45%
NOVEMBER	January	110,304.96	105,242.57	5,062.39	4.81%	82,728.72	78,931.93	3,796.79	4.81%	27,576.24	26,310.64	1,265.60	4.81%
DECEMBER	February	131,130.82	120,436.21	10,694.61	8.88%	98,348.12	90,327.16	8,020.96	8.88%	32,782.71	30,109.05	2,673.65	8.88%
JANUARY	March	99,829.00	92,986.00	6,843.00	7.36%	74,871.75	69,739.50	5,132.25	7.36%	24,957.25	23,246.50	1,710.75	7.36%
FEBRUARY	April	100,976.00	99,592.03	1,383.97	1.39%	75,732.00	74,694.02	1,037.98	1.39%	25,244.00	24,898.01	345.99	1.39%
MARCH	May	142,667.08	109,681.62	32,985.46	30.07%	107,000.31	82,261.22	24,739.10	30.07%	35,666.77	27,420.41	8,246.37	30.07%
APRIL	June	109,989.07	115,642.66	(5,653.59)	-4.89%	82,491.80	86,732.00	(4,240.19)	-4.89%	27,497.27	28,910.67	(1,413.40)	-4.89%
MAY	July	-	-	-	-	-	-	-	-	-	-	-	-
JUNE	August	-	-	-	-	-	-	-	-	-	-	-	-
JULY	September	-	-	-	-	-	-	-	-	-	-	-	-
AUGUST	October	-	-	-	-	-	-	-	-	-	-	-	-
SEPTEMBER	November	-	-	-	-	-	-	-	-	-	-	-	-
Total Sales Activity		\$ 798,092.38	\$ 743,337.72	\$ 54,754.66	7.37%	\$ 598,569.29	\$ 557,503.29	\$ 41,066.00	7.37%	\$ 199,523.10	\$ 185,834.43	\$ 13,688.67	7.37%

### Sales Tax Revenue Comparison





**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2635)**

DOC ID: 2635 A

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**Public Works Report 1. Water and Wastewater Activity 2.  
Calls for Service 3. Building Permits 4. Recycling**

Call with questions.

I recommend approval.

**City of Los Fresnos  
Water Treatment Plant  
And  
Wastewater Treatment Plant**

**Activity for the month of June 2018**

**Water Treatment Plant**

**Total Output: 20,746,440**  
**Daily Average: 691,548**  
**% of Capacity: 69.2%**

**Waste Water Treatment Plant**

**Total Output: 21,201,000**  
**Daily Average: 706,700**  
**% of Capacity: 70.7%**

**CITY OF LOS FRESNOS**  
**PUBLIC WORKS DEPARTMENT**  
**MONTHLY REPORT**  
**JUNE 2018**

<b>CALLS FOR SERVICE</b>	<b>MONTH TOTAL</b>	<b>YEAR TO DATE</b>
Service Connects/Disconnects	51	488
Rereads/Meter Info	109	561
Water Taps	0	12
Sewer Taps	0	0
Change Meter	4	42
Service Check for Water Leak at Account	12	70
Repaired Leak	6	15
Call for Sewer Stoppage	12	55
City Sewer Lines Unstopped	10	44
Code Enforcement/Other	116	388
Pothole Repairs	183	543
Street Repairs	0	6
Street Sign Replacement/Repaired	0	25
Asphalt Used (ton)	3.8	9.65
Gravel Used (ton)	1	16
Fire Hydrants Flushed and Oiled	6	252
Fire Hydrants Repaired	0	5
Valves Repaired	0	2
Manholes Cleaned/Repaired	4	22

  
**Carlos Salazar, Director of Public Works**

PROJECTS: 0 -ZZZZZZZZZZ  
 APPLIED DATES: 0/00/0000 THRU 99/99/9999  
 ISSUED DATES: 6/01/2018 THRU 6/30/2018  
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999  
 STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ TYPE
-----						
131331	6/01/2018	ABUNDANT LIFE CHURCH	299 W OCEAN BLVD	GALLEGOS	ELECTRICAL PERMIT	ALT
131332	6/04/2018	LAMPHERE, CARMEN ELENA	141 ALVAREZ COURT	BERRY POOL	SWIMMING POOL	NEW
131333	6/05/2018	WILLY, JORGE & CINTHIA	530 LEGION HALL STREET	OWNER	ACCESSORY BUILDING	NEW
131334	6/06/2018	BEAUTY PUMP FITNESS	910 S ARROYO BLVD E2	OWNER	COMMERCIAL- NEW OWNER/TENAN	ALT
131335	6/07/2018	COMPREHENSIVE HEALTH SERVIC	30788 STATE HWY 100	OWNER	COMMERCIAL- NEW OWNER/TENAN	ALT
131336	6/07/2018	COMPREHENSIVE HEALTH SERVIC	31201 STATE HWY 100	OWNER	COMMERCIAL- NEW OWNER/TENAN	ALT
131337	6/08/2018	FIRST CHOICE DAY&NIGHT CLIN	327 W OCEAN BLVD	OWNER	COMMERCIAL ADDITION/REMODEL	ALT
131338	6/08/2018	SUN BAE TAEKWONDO ACADEMY	32819 STATE HWY 100	OWNER	SIGN PERMIT	S
131339	6/11/2018	SHAILA'S BOUTIQUE	324 W OCEAN BLVD #208	OWNER	COMMERCIAL- NEW OWNER/TENAN	ALT
131340	6/11/2018	RANCHO REALTY	100 W 7TH STREET	OWNER	COMMERCIAL ADDITION/REMODEL	ALT
131341	6/11/2018	SINANAN, VICTORIA	1031 EASTER LILLY DRIVE	CENTRAL FR	FENCE PERMIT	ALT
131342	6/13/2018	TEXAS G'S FIREWORKS	719 W OCEAN BLVD	OWNER	FIREWORK STAND PERMIT	CO
131343	6/13/2018	TEXAS G'S FIREWORKS	31770 STATE HWY 100	OWNER	FIREWORK STAND PERMIT	CO
131344	6/13/2018	VALLEY FIREWORKS	32959 STATE HWY 100	OWNER	FIREWORK STAND PERMIT	CO
131345	6/14/2018	QUINTANILLA, ALICIA	320 W 3RD STREET	HUGO	RESIDENTIAL REMODEL/ADDITIO	ALT
131346	6/14/2018	CASTILLEJA, JUAN RENE	106 PECAN STREET	OWNER	REROOF PERMIT	ALT
131347	6/15/2018	LEDEZMA, MIGUEL A	500 LEGION HALL STREET	OWNER	ACCESSORY BUILDING/CARPORT	NEW
131348	6/15/2018	SALINAS, TEODOSA	503 S NOGAL STREET	RGV	ACCESSORY BUILDING/CARPORT	NEW
131349	6/18/2018	OUI CAFE	511 E OCEAN BLVD STE 104	CORDOVA	COMMERCIAL- NEW OWNER/TENAN	ALT
131350	6/18/2018	MR. G'S FIREWORKS	108 E OCEAN BLVD	OWNER	FIREWORK STAND PERMIT	CO
131351	6/18/2018	MR. G'S FIREWORKS	31768 STATE HWY 100	OWNER	FIREWORK STAND PERMIT	CO
131352	6/18/2018	DELGADO, ROBERTO	32085 STATE HWY 100	DELGADO EC	COMMERCIAL BUILDING	NEW
131353	6/19/2018	BIG CHIEF FIREWORKS	32582 STATE HWY 100	OWNER	FIREWORK STAND PERMIT	CO
131354	6/20/2018	MAIN STREET HOT DOGS	32412 STATE HWY 100 STE E	OWNER	COMMERCIAL- NEW OWNER/TENAN	ALT

PROJECTS: 0 -ZZZZZZZZZZ

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 6/01/2018 THRU 6/30/2018

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ TYPE
-----						
131355	6/22/2018	JOHNNYS SHOP	910 S ARROYO BLVD B1	OWNER	COMMERCIAL- NEW OWNER/TENAN ALT	
131356	6/22/2018	MATAMOROS MACHINE SHOP	910 S ARROYO BLVD C1	OWNER	COMMERCIAL- NEW OWNER/TENAN ALT	
*** TOTALS ***				NUMBER OF PROJECTS:	26	
				VALUATION:	215,405.00	FEES: 4,208.80

PROJECTS: 0 -ZZZZZZZZZZ  
APPLIED DATES: 0/00/0000 THRU 99/99/9999  
ISSUED DATES: 6/01/2018 THRU 6/30/2018  
EXPIRE DATES: 0/00/0000 THRU 99/99/9999  
STATUS: ALL

## \*\*\* SEGMENT RECAP \*\*\*

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
B - BUILDING PERMIT	8	57,835.00	805.95
CERT - CERTIFICATE OF OCCUPANCY	3	0.00	0.00
COMM - COMM: NEW OWNER/TENANT	8	0.00	480.00
E - ELECTRICAL PERMIT	1	0.00	120.00
FIREWORK - FIREWORK STAND PERMIT	6	0.00	1,800.00
N - BUILDING PERMIT MIT	1	125,000.00	580.00
P - PLUMBING PERMIT MIT	1	0.00	150.00
POOL - SWIMMING POOL PERMIT	1	29,470.00	202.35
SIGN - SIGN PERMIT	1	3,100.00	70.50
*** TOTALS ***	30	215,405.00	4,208.80

PROJECTS: 0 -ZZZZZZZZZZ  
APPLIED DATES: 0/00/0000 THRU 99/99/9999  
ISSUED DATES: 6/01/2018 THRU 6/30/2018  
EXPIRE DATES: 0/00/0000 THRU 99/99/9999  
STATUS: ALL

## \*\*\* BUILDING CODE RECAP \*\*\*

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEES
*BLANK* - *BLANK*	11	14	32,570.00	872.85
101 - SINGLE FAMILY ATTACHED	8	9	177,635.00	1,454.95
324 - OFFICE, BANK & PROFESSIONAL	1	1	5,200.00	81.00
441 - OTHER	6	6	0.00	1,800.00
*** TOTALS ***	26	30	215,405.00	4,208.80



**City of Los Fresnos  
Recycling Program  
Total Number of Guest  
June 2018**

Date	Tuesdays at Memorial Park
06/05/18	19
06/12/18	20
06/19/18	12
06/26/18	17
<b>Totals</b>	<b>68</b>

Date	Thursdays at Community Park
06/07/18	22
06/14/18	18
06/21/18	0
06/28/18	15
<b>Totals</b>	<b>55</b>

Date	Saturdays at City Hall
06/02/18	20
06/09/18	16
06/16/18	19
06/23/18	10
06/30/18	34
<b>Totals</b>	<b>99</b>

<b>Total attendance for the Month of June</b>	<b>222</b>
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**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2636)**

DOC ID: 2636 A

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**Police Department 1. Arrests 2. Incidents 3. Accidents**

Call with questions.

I recommend approval.

# LOS FRESNOS POLICE DEPARTMENT

## Arrests - By Violation

06\01\2018  
thru 06\30\2018

Violation	# of Offenses
AGG ASSAULT CAUSES SERIOUS BODILY INJ	1
ASSAULT CAUSES BODILY INJURY FAMILY VIOLENCE 13a	1
CHILD IN NEED OF SUPERVISION RUNAWAY	1
CRIMINAL TRESPASS	2
DRIVING WHILE INTOXICATED	3
DRIVING WHILE INTOXICATED 2ND	2
DRIVING WHILE INTOXICATED BAC >= 0.15	3
DRIVING WHILE LICENSE SUSPENDED UNDER PROVISIONS OF DL LAWS	1
EXECUTION OF CAPIAS OR ARREST WARRANT	14
FICTITIOUS LP/REGISTRATION/SI	1
FLEEING FROM POLICE OFFICER	1
HOLD FOR CUSTOMS	4
NO DRIVER'S LICENSE	1
POSS MARIJ <=2 OZ DRUG FREE ZONE	1
POSS MARIJ <2OZ	3
PUBLIC INTOXICATION	3
RESIST ARREST SEARCH OR TRANSPORT	1
SEXUAL ASSAULT 11a	1
THEFT PROP<\$50 W/PREV CONVIC 23b	1
<b>Total Violations</b>	45
<b>Total Arrests</b>	39

Attachment: LFPD JUNE 2018 REPORT (2636 : Police Department Report)

# LOS FRESNOS POLICE DEPARTMENT

## Incidents - By Violation

06\01\2018  
thru 06\30\2018

Violation	Incidents
ABANDONED VEHICLES	5
ALARMS	13
ANIMAL CONTROL	63
ASSAULT CAUSES BODILY INJURY FAMILY VIOLENCE 13a	2
BURGLARY OF HABITATION	1
BURGLARY OF VEHICLE 23f	1
CREDIT CARD OR DEBIT CARD ABUSE	1
CRIMINAL MISCHIEF >=\$50<\$500	1
CRIMINAL MISCHIEF/CLASS C	1
CRIMINAL TRESPASS	2
D.O.C. OBSCENE LANGUAGE	1
DOG AT LARGE	2
EXECUTION OF CAPIAS OR ARREST WARRANT	13
FAIL TO CONTROL SPEED	1
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	2
FICTITIOUS LP/REGISTRATION/SI	1
FLEEING FROM POLICE OFFICER	1
FRAUD USE/POSS IDENTIFYING INFO # ITEMS < 5	1
GARAGE SALES	3
ILLEGAL DUMPING >5 LBS < 500 LBS	1
LITTERING	1
LOUD NOISE	4
MINOR IN POSSESSION OF ALCOHOL	2
NO DRIVER'S LICENSE	2
NO PROOF OF FINANCIAL RESPONSIBILITY	10
OPEN CONTAINER	1
POSS MARIJ <2OZ	1
POSSESSION OF DRUG PARAPHERNALIA	4
PUBLIC INTOXICATION	3
RESIST ARREST SEARCH OR TRANSPORT	1
RIGHT OF WAYS/BASKETBALL NETS	2
SEXUAL ASSAULT 11a	1
TERRORISTIC THREAT 13a	1
THEFT	10
THEFT OF FIREARM 23a	1
THEFT PROP<\$50 W/PREV CONVIC 23b	1
WEEDS OR RUBBISH LOT	55
WELFARE CONCERN	1
<b>Total Violations</b>	<b>217</b>
<b>Total Incidents</b>	<b>210</b>

Attachment: LFPD JUNE 2018 REPORT (2636 : Police Department Report)

# LOS FRESNOS POLICE DEPARTMENT

## Accident - By Street & Intersection

06\01\2018  
thru 06\30\2018

Street & Intersection	Accidents	Fatalities	Vehicles	Injured
7TH & COMA	1	0	0	0
9TH & EBANO	1	0	0	0
ARROYO & OCEAN	1	0	0	0
FM 1575 & OCEAN	1	0	0	0
OCEAN & ARROYO	1	0	0	0
OCEAN & EVERGREEN	2	0	0	0
OCEAN & FM 1575	1	0	0	0
OCEAN & FM 803	1	0	0	0
RESACA & ARROYO	1	0	0	0
UNKNOWN	1	0	0	0
VALLE ALTO & BOUGAINVILLEA	1	0	0	0
WHIPPLE & DAISY	1	0	0	0
<b>Total</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>

Attachment: LFPD JUNE 2018 REPORT (2636 : Police Department Report)

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2637)**

DOC ID: 2637 A

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## **Municipal Court Report 1. Monthly Report**

Call with questions.

I recommend approval.



Citation No. Docket No. Violator

\*\*\*\*\* TOTAL FOR REPORT \*\*\*\*\*

Code	Payments	Refunds	Net	G/L Acct No.
C FINE 361	21,597.10	8 596.00-	21,001.10	01 407-0240
S CCC04 422	15,719.09	0 0.00	15,719.09	01 2512
C AR 392	1,960.00	0 0.00	1,960.00	01 407-0240
CF TECH 400	1,568.00	0 0.00	1,568.00	01 407-0241
BL MCBS 387	1,152.00	0 0.00	1,152.00	01 407-0270
S SJRF 383	1,521.00	0 0.00	1,521.00	01 2512
S JFCT2 379	2,030.00	0 0.00	2,030.00	01 2512
C JFCI 380	228.00	0 0.00	228.00	01 407-0240
S IDF 375	749.00	0 0.00	749.00	01 2512
C CJFS 282	25.38	0 0.00	25.38	01 2512
C CJFC 282	2.82	0 0.00	2.82	01 407-0240
WRNTFE 79	3,779.00	0 0.00	3,779.00	01 407-0240
301A COLAGY 42	2,616.44	2 120.00-	2,496.44	01 2513
C TFC 331	993.00	0 0.00	993.00	01 407-0240
S STF 324	9,427.51	0 0.00	9,427.51	01 2512
S TPF 359	716.00	0 0.00	716.00	01 2512
S TLFTA1 61	1,182.90	0 0.00	1,182.90	01 2512
C TLFTA2 58	342.00	0 0.00	342.00	01 2517
C TLFTA3 57	228.00	0 0.00	228.00	01 407-0240
Child CS2 18	390.00	0 0.00	390.00	01 407-0280
C TP-L 54	498.40	0 0.00	498.40	01 407-0240
S TP-S 61	648.10	0 0.00	648.10	01 2512
S TP-L-J 52	127.65	0 0.00	127.65	01 407-0260
S TXSBLT 4	142.00	0 0.00	142.00	01 2515
S AF2 48	960.00	0 0.00	960.00	01 407-0240
S SPEX 33	2,418.10	0 0.00	2,418.10	01 407-0290
S DSC 54	534.60	0 0.00	534.60	01 407-0240
S OP 2	130.00	2 130.00-	0.00	01 2516
S JFCT 5	17.00	0 0.00	17.00	01 2512
S AF 2	20.00	0 0.00	20.00	01 407-0240
C ACC 2	20.00	0 0.00	20.00	01 407-0240

Total: 5685 71,743.09 12 846.00- 70,897.09

Cash Payments....+	\$65,437.39	
Bond Forfeited....+	\$0.00	
Bond Applied.....+	\$5,595.10	
Payment Refunded.-	\$135.40-	
Fees/Fines Paid..=		\$70,897.09

Cash (Payments)....+	\$65,437.39	
Cash (Bonds).....+	\$2,970.10	
Total Cash Trans.=		\$68,407.49

Cash Refunds.....-	\$135.40-	
Cash Bnd Refunds.-	\$0.00	
Net Cash Trans...=		\$68,272.09

Xfers (Payments)...	\$155.00	
Xfers (Refunds)...	\$155.00-	
Adjst (Payments)...	\$555.60	

CITY	32,284
COURT	1,568
BLDG. SEC.	1,152
JUDGE ED	127
OMNI	342
COLL. AG	2,616
CHILD	390
OP	130.
STATE	33,132.
TOTAL	71,743.

Attachment: MC JUNE 2018 (2637 : Municipal Court Report)

# OFFICIAL MUNICIPAL COURT MONTHLY REPORT

<b>MUNICIPAL COURT OF</b> <u>Los Fresnos</u> <b>FOR MONTH</b> <u>June</u> <b>YEAR</b> <u>2018</u>		TRAFFIC		NON-TRAFFIC MISDEMEANORS	
		NON-PARKING	PARKING	STATE LAW	CITY ORDINANCE
1. New Cases Filed During the Month		575		81	
2. Dispositions Prior to Trial:					
A. Bond Forfeitures					
B. Fined <i>(Before trial only. If the defendant goes to trial, enter in Item 3.)</i>					
C. Cases Dismissed <i>(Do not include dismissals that are to be reported in Items 3C and 4 below.)</i>					
3. Dispositions at Trial:					
A. Trial by Judge (1) Finding of Guilty		82		3	
(2) Finding of Not Guilty					
B. Trial by Jury (1) Finding of Guilty					
(2) Finding of Not Guilty					
C. Dismissed at Trial		35		1	
4. Cases Dismissed:					
A. After Driver Safety Course <i>(C.C.P., Art. 45.0511)</i>		42			
B. After Deferred Disposition <i>(C.C.P., Art. 45.051)</i>		33			
C. After Proof of Financial Responsibility <i>(Transportation Code, Sec. 601.193)</i>		12			
D. Compliance Dismissal <i>(Proof of Inspection, License, or Registration)</i>		54			
5. Community Service Ordered <i>(For satisfaction of fine or costs only.)</i>					
6. Cases Appealed					
7. Juvenile / Minor Activity:				8. Parent Contributing to Nonattendance Cases Filed <i>(Education Code, Sec. 25.093)</i>	
A. Transportation Code Cases Filed				9. Safety Responsibility and Driver's License Suspension Hearings Held	
B. Non-Driving Alcoholic Beverage Code Cases Filed				10. Search Warrants Issued <i>(Do not include warrants for arrest.)</i>	
C. Driving Under the Influence of Alcohol Cases Filed				11. Arrest Warrants Issued:	
D. Health & Safety Code (Tobacco) Cases Filed				A. Class C Misdemeanors Only	
E. Failure to Attend School Cases Filed <i>(Education Code, Sec. 25.094)</i>				B. Felonies and Class A and B Misdemeanors Only	
F. Education Code (Except Failure to Attend) Cases Filed				12. Magistrate Warnings Given: <i>(Given to defendants charged with county or district court offense.)</i>	
G. Violation of Local Daytime Curfew Ordinance Cases Filed <i>(Loc. Govt. Code, Sec. 341.905)</i>				A. Class A and B Misdemeanors Only	
H. All Other Non-Traffic Fine-Only Cases Filed				B. Felonies	
I. Waiver of Jurisdiction of Non-Traffic Cases <i>(Family Code, Sec. 51.08(b))</i>				13. Emergency Mental Health Hearings Held	
J. Referred to Juvenile Court for Delinquent Conduct <i>(C.C.P., Art. 45.050 (c)(1))</i>				14. Magistrate's Orders for Emergency Protection	
K. Held in Contempt, Fined, or Denied Driving Privileges <i>(C.C.P., Art. 45.050 (c)(2))</i>				15. Total Revenue \$ <u>68,400.65</u>	
Magistrate Warnings Given (Juvenile):				<i>(Include all revenue collected during month to be remitted to city or state)</i>	
L. Warnings Administered					
M. Statements Certified					

Attachment: MC JUNE 2018 (2637 : Municipal Court Report)

**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2638)**

DOC ID: 2638 A

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## **Library Report 1. Monthly Report**

Call with questions.

I recommend approval.





**ETHEL L. WHIPPLE MEMORIAL LIBRARY  
LIBRARIAN'S REPORT  
JUNE 2018**

### Number of Patron Checking Out Materials

Adult	866
Children	281
Teens	15
Summer Reading	261



### Material Types Checked Out

Adult Books	235
Children Books	335
Young Adult Books	534
Videos	304
Audios	4
Other Language Books	25
Hotspots	23
Laptops	6



### Items Downloaded

eBooks	43
eAudiobooks	10



### Patron Access Computer Use

Total Sessions	687
Total Time	419 hours
Guest Passes	203



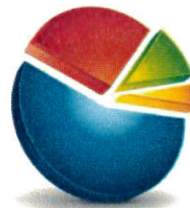
### Free WiFi Access Use

Total Sessions	595 Library WiFi
Total Time	1,875 hours
Total Sessions	254 Park WiFi
Total Time	684 hours



### What Happened In the Library

Hours Open	168 hours
Visits	4,259
Children Program Attendance	385
Volunteer Hours	225
New Cards Issued	65
Cards Renewed	119
New Books Added	67
New eBooks Added	260
New Videos Added	19
Hotspots Added	0
Books Weeded	38
Videos Weeded	71
Reference Questions	593
Assists in Computer Lab	545
Patron Copies	830
Patron Faxes sent	66
Patron Printouts	1,512
Library Staff Copies	2,286
Replacement Cards	24



**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2639)**

DOC ID: 2639 A

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## **Fire Marshal's Report 1. Monthly Report**

Call with questions.

I recommend approval.



FIRE MARSHAL'S OFFICE  
200 NORTH BRAZIL  
LOS FRESNOS, TEXAS 78566

## FIRE INSPECTION REPORT

MONTHLY INFORMATION REPORT  
MONTH OF JUNE 2018

<u>FIRES</u>	<u>INSIDE CITY</u>	<u>OUTSIDE CITY</u>
Business Structures	_____	_____
Dwellings	<u>1</u>	<u>4</u>
Mobile Homes	_____	_____
Grass	<u>2</u>	<u>8</u>
Refuse	_____	<u>1</u>
Institutional	_____	<u>8.5</u>
Motor Vehicles	_____	<u>1</u>
Rescue Calls	<u>4</u>	<u>14</u>
Incendiary or Suspicious Fires	_____	_____
Other Calls	<u>3</u>	<u>11</u>
<b>TOTAL ALARMS</b>	_____	<u>49</u>

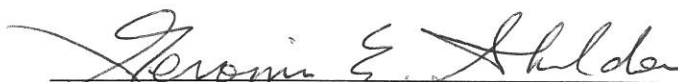
## MONTHLY FIRE PREVENTION INSPECTIONS

Commercial Businesses	<u>9</u>	Institutions	<u>1</u>
Industrial Structures	_____	Homes	_____
Public Buildings	_____	Apartments	_____
Hotels/Motels	_____		
<b>TOTAL INSPECTIONS</b>	<u>10</u>		

SCHOOL, HOSPITAL AND NURSING HOME FIRE DRILLS SUPERVISED: \_\_\_\_\_

LECTURES-PRESENTATIONS MADE/FILMS: SHOWN \_\_\_\_\_ TOTAL AUDIENCE \_\_\_\_\_

FIRES INVESTIGATED: (ACCIDENTAL) 1 (INCENDIARY) \_\_\_\_\_

  
FIRE MARSHAL, CITY OF LOS FRESNOS

Attachment: FIRE MARSHAL REPORT JUNE 2018 (2639 : Fire Marshal's Report)



**City Council**  
200 North Brazil  
Los Fresnos, TX 78566

Meeting: 07/10/18 06:00 PM  
Department: City Secretary  
Category: Report  
Prepared By: Jacqueline Moya  
Initiator: Jacqueline Moya  
Sponsors:

**SCHEDULED**

**ACTION ITEM (ID # 2640)**

DOC ID: 2640 A

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## **EMS Report 1. Quarterly Report**

Call with questions.

I recommend approval,

# LOS FRESNOS AMBULANCE SERVICE, INC.

P.O. BOX 776

LOS FRESNOS, TX 78566

(956)233-5007

## 3<sup>RD</sup> QUARTER EMS REPORT

### APRIL 2018

LF 71 39%

CC 87 48%

IL 6 3%

LV 3 2%

PI 2 1%

SPI 1 1%

B 4 2%

SB 2 1%

H 6 3%

RH 0 0%

### MAY 2018

72 37%

105 55%

0 0%

1 0.5%

2 1%

6 3%

1 0.5%

1 0.5%

3 2%

0 0%

### JUNE 2018

58 41%

74 52%

1 1%

2 1%

2 1%

0 0%

1 1%

0 0%

3 2%

1 1%

Attachment: EMS 3RD QUARTER REPORT 2018 (2640 : EMS Report)

WC	0	0%	1	0.5%	0	0%
Tot.	182		192		142	