

City Council

200 North Brazil

Regular Meeting

Los Fresnos, TX 78566

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

~ Agenda ~

Tuesday, October 8, 2019

6:00 PM

City Hall

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, OCTOBER 8, 2019 AT 6:00 PM AT CITY HALL, 200 NORTH BRAZIL ST, LOS FRESNOS, TX 78566.

I. AGENDA

- A. Call meeting to order
- B. Invocation and Pledge of Allegiance
- C. Consent Agenda
 - 1. Consideration and ACTION to approve the minutes from: August 13, 2019; August 20, 2019; August 27, 2019; September 3, 2019; September 10, 2019.
 - 2. Consideration and ACTION to approve the second reading of Ordinance 506 an ordinance declaring unopposed candidates in the November 5, 2019 general city election, elected to office; canceling the election; providing a severability clause; and providing an effective date.
 - 3. Consideration and ACTION to approve the action of the Community Development Corporation for the purchase of 5 sets of bleachers for Los Fresnos Community Park.
 - 4. Consideration and ACTION to approve or reject the action of the Community Development Corporation for exterior fence replacement and baseball field fence replacement at Los Fresnos Community Park.
 - 5. Consideration and ACTION to approve the action of the Community Development Corporation to upgrade electrical and pool lights for the Swimming Pool.
 - 6. Consideration and ACTION to approve the final plat for Ortega Subdivision.
 - 7. Consideration and ACTION to approve the final plat and construction plans for Old Home Place Subdivision.
 - 8. Discuss, consider and adopt resolution to designate authorized signators for the 2019 Disaster Relief Texas CDBG program contract 7219037.
 - 9. Discuss, consider and approve a resolution adopting required CDBG Civil Rights policies.

10. Consideration and ACTION to approve a Service Agreement with The University of Texas Health Science Center.
 11. Approval or rejection of Resolution 16-2019 adopting the Investment Policy and Strategies for fiscal year 2019/2020.
 12. Consideration and ACTION to allow the library to apply for a Library Technology Academy Grant with the Texas State Library and Archives Commission.
- D. 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. Indicate if you wish to speak in visitors remarks or when a particular item is discussed.
- E. Action Items
1. Approval or rejection of a Proclamation declaring November 4-8, 2019 as Municipal Court Week.
 2. Consideration and ACTION to approve or reject any or all proposals received for group health insurance, group life insurance and supplemental insurance.
 3. Consideration and ACTION to approve an agent for health insurance.
 4. Consideration and ACTION to approve new Garbage Rates.
 5. Consideration and ACTION to approve a policy for city managed projects.
 6. Consideration and ACTION to approve the write off of bad debt for the utility accounts and garbage for the 2018-2019 fiscal year.
 7. Consideration and ACTION to proceed with specific details and propose an agreement with the Los Fresnos Housing Authority to become a gated community.
 8. Consideration and ACTION to reappoint or appoint members to the Planning & Zoning Commission.
 9. Consideration and ACTION to reappoint or appoint of member to the Los Fresnos Housing Authority.
 10. Consideration and ACTION to approve the renewal contract for City Attorney Enrique Juarez.
 11. Consideration and ACTION to allow closure of City Hall for regular business on Friday, November 8, 2019 for move to the new City Hall.
 12. Tour New City Hall
- F. 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 Disaster Grant

H. Henderson Road Project I. City Hall Project J. Update Planning & Zoning Ordinance K. Drainage Update L. Sidewalk Complaints M. Garbage/Brush Complaints N. Quarterly Roll Off Service

G. Acknowledgement of Department Head Reports

1. Financial Report 1. Monthly 2. Year to Date 3. Sales Tax
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 1. Monthly Report
5. Library Report 1. Monthly Report
6. Fire Marshal's Report 1. Monthly Report
7. EMS Report 1. Quarterly Report

H. Closed Session - Deliberation and possible action regarding the following:

1. Closed Session -Deliberation pursuant to Sections 551.072, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding the purchase, exchange, lease, or value of real property.

I. Open Session – Deliberation and possible action regarding the following:

1. Open Session - Deliberation pursuant to Sections 551.072, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding the purchase, exchange, lease, or value of real property.

J. Adjournment

This is to certify that I, Jacqueline Moya, posted this agenda on the front bulletin board of the City Hall on October 3, 2019 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.

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: 10/08/19 06:00 PM
Department: City Secretary
Category: Minutes
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3215)

DOC ID: 3215

**Consideration and ACTION to approve the minutes from:
August 13, 2019; August 20, 2019; August 27, 2019;
September 3, 2019; September 10, 2019.**

I recommend approval.

City Council

200 North Brazil

Los Fresnos, TX 78566

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

Regular Meeting

~ Minutes ~

Tuesday, August 13, 2019

6:00 PM

City Hall

Agenda

A. Call meeting to order

Mayor Narvaez called the meeting to order at 6:00 p.m.

B. 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 or comments.

Council member Juan Munoz requested for consent item four and five be pulled for further discussion.

Council Member Swain Real arrived at 6:02 p.m.

Consideration and ACTION to approve the minutes from July 16, 2019.

Motion was made and seconded to approve the minutes from July 16, 2019.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve the Quarterly Investment Portfolio Report ended as of June 30, 2019.

Motion was made and seconded to approve the Quarterly Investment Portfolio Report ended as of June 30, 2019.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve Resolution 12-2019 accepting the work under contract with Castle Enterprises, LLC as being complete and in accordance with the plans, specifications, and all approved change orders.

Motion was made and seconded to approve Resolution 12-2019 accepting the work under contract with Castle Enterprises, LLC as being complete and in accordance with the plans, specifications, and all approved change orders.

Attachment: 8 13 19 CC MIN (3215 : Minutes)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Yolanda H. Cruz, Councilwoman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve Resolution 13-2019 finding that AEP Texas Inc.'s requested increase to its electric transmission and distribution rates and charges within the city should be denied; finding that the city's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring reimbursement of cities' rate case expenses; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.

Council member Juan Munoz asked Mr. Milum if he could explain the resolution. He asked if the city fell within the territory of AEP. Mr. Milum answered yes, we are in AEP service area.

Mayor Narvaez asked the council if there were any more questions and if Mr. Munoz was ok with the content of the resolution. Mr. Munoz answered yes.

Motion was made and seconded to approve Resolution 13-2019 finding that AEP Texas Inc.'s requested increase to its electric transmission and distribution rates and charges within the city should be denied; finding that the city's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring reimbursement of cities' rate case expenses; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Joe Collinsworth, Councilman
SECONDER: Juan Munoz, Councilman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve the first reading of Ordinance 502 approving a negotiated resolution between the city and Texas Gas Service ("TGS" or "the company") regarding the company's April 30, 2019 cost of service adjustment ("COSA") filing; declaring existing rates to be unreasonable; adopting new tariffs that reflect rate adjustments consistent with the negotiated settlement and finding the rates to be set by the attached tariffs to be just and reasonable; providing for the recovery of the city's and TGS' reasonable and necessary rate case expenses; adopting a savings clause; determining that this ordinance was passed in accordance with the requirements of the Texas open meetings act; declaring an effective date; repealing any prior ordinances inconsistent with this ordinance and requiring delivery of this ordinance to the company's and the city's legal counsel.

Council member Juan Munoz asked if this was only to stop Texas Gas from raising the rates and the city would not be getting anything back. Mr. Milum explained that this was the acceptance of the negotiated settlement. He explained the process to the council.

Council member Joe Collinsworth asked how many butane tanks were in the city. Mr. Milum responded not many. Mr. Collinsworth asked if the city ever inspects them. Mr. Milum answered no they did not. Mr. Collinsworth asked if Mr. Milum thought the city needed to and stated what if they started rusting around the valve causing them to explode. Mr. Milum commented that the company that fills up the tanks are suppose to inspect the tanks. Mr. Collinsworth felt they did not care as long as they get paid. Council member Yolanda Cruz commented that in the past when she has had her propane tank filled the company will advise them if they have a leak or need something fixed before they can fill up the tank. Mr. Milum agreed and stated he could look into it.

Mayor Narvaez asked if there were any questions. There were no questions.

Motion was made and seconded to approve the first reading of Ordinance 502 approving a negotiated resolution between the city and Texas Gas Service ("TGS" or "the company") regarding the company's April 30, 2019 cost of service adjustment ("COSA") filing; declaring existing rates to be unreasonable; adopting new tariffs that reflect rate adjustments consistent with the negotiated settlement and finding the rates to be set by the attached tariffs to be just and reasonable; providing for the recovery of the city's and TGS' reasonable and necessary rate case expenses; adopting a savings clause; determining that this ordinance was passed in accordance with the requirements of the Texas open meetings act; declaring an effective date; repealing any prior ordinances inconsistent with this ordinance and requiring delivery of this ordinance to the company's and the city's legal counsel.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Juan Munoz, Councilman
SECONDER:	Joe Collinsworth, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve a Memorandum of Understanding between the City of Los Fresnos and Research, Applied Technology, Education, and Service, INC. (RATES) D.B.A. RATES/RGV for representative appointment to the regional Lower Rio Grande Valley TPDES Stormwater Task Force.

Motion was made and seconded to approve a Memorandum of Understanding between the City of Los Fresnos and Research, Applied Technology, Education, and Service, INC. (RATES) D.B.A. RATES/RGV for representative appointment to the regional Lower Rio Grande Valley TPDES Stormwater Task Force.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve an agreement for services to provide swimming lessons for the fiscal year 2018/2019 and the fiscal year 2019/2020.

Motion was made and seconded to approve an agreement for services to provide swimming lessons for the fiscal year 2018/2019 and the fiscal year 2019/2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

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.

Manuel Abrego signed up to comment on action items 1,2&3. Mr. Abrego stated he wanted the council to know that he attended the CDC meeting where items 1,2&3 were discussed. He wanted the council to know that he feels these are good projects for Los Frensos and he supported the events. They bring in a lot of people to the city. He gave a brief history of the events and how it benefits the city. He thanked the council for the opportunity to speak.

Action Items

Consideration and ACTION to approve a service agreement with the Cameron County Fair & Livestock Show.

Valerie Arizmendi with the Cameron County Fair & Livestock Show introduced herself to the council. She gave the council a brief summary of her time with Fair and the plans they have to expand. She reported the number of entries for last years show, the events that take place at the event and where the donation go towards.

Ms. Arizmendi asked the council if they could consider to give the same amount so they can continue to support the kids. She stated they also are involved in the queens contest in January that is held in Los Fresnos. The winner will move on to be the representative at the Rodeo and she will receive a scholarship as well. She asked if the council had any questions and thanked them for their consideration.

Mayor Narvaez asked if there were any questions.

Mayor Narvaez motioned to approve the amount of \$5,500.

Council member Yolanda Cruz made the motion to approve the amount of \$6,000.

Mayor Narvaez withdrew his motion.

Motion was made and seconded to approve a service agreement with the Cameron County Fair & Livestock Show in the amount of \$6,000.

RESULT:	ADOPTED [5 TO 1]
MOVER:	Yolanda H. Cruz, Councilwoman
SECONDER:	James Herrera, Councilman
AYES:	Collinsworth, Herrera, Narvaez, Cruz, Real
NAYS:	Juan Munoz

Consideration and ACTION to approve a service agreement for the Cowboy Cook Off.

Attachment: 8 13 19 CC MIN (3215 : Minutes)

Mike Todd with the Los Fresnos Rodeo Committee gave the council a flyer of the cook off along with a cover letter and the sponsorship sheet. Mr. Todd pointed out that the top half of the flyer had the cook off and the bottom half had the rodeo information which he would cover in the next item. Mr. Todd gave a brief summary of the cook off and explained the plans they had for this year's cook off. He asked the council to give the same sponsorship as last year, \$1,500. He explained the items that came with the sponsorship package.

Council member James Herrera asked how much of the sponsorship money goes to student scholarships. Mr. Todd explained the cook off event was under the rodeo. They have not made any money off the cook off but when they get to the point of making money it will go into the general fund of the rodeo and they do give away scholarships. He gave a few examples on the amount of scholarships that were awarded last year and other non-profit organization that were given money. Council member Herrera asked what the total was. Mr. Todd answered twenty something thousand.

Mayor Narvaez asked if there were any questions.

Motion was made and seconded to approve a service agreement for the Cowboy Cook Off in the amount of \$1,500.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve a service agreement with the Los Fresnos Rodeo.

Mr. Todd handed out a cover letter, entry form and sponsorship information. He explained that the cover letter stated what the city sponsored last year.

He gave the council a brief summary on the outcome of the last rodeo that was held and the maintenance that has been done to the rodeo grounds. Mr. Todd explained the process that is taken when scholarships are awarded. He listed the different non profit organizations the rodeo has donated money to.

Mr. Todd asked the council if they had any questions.

Mayor Narvaez asked Mr. Milum if the amount given last year was \$13,500. Mr. Milum answered yes.

Motion was made and seconded to approve a service agreement for the Los Fresnos Rodeo in the amount of \$13,500.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Herrera, Councilman
SECONDER:	Joe Collinsworth, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve allowing the local Mason's to have a cornerstone ceremony dedicating the new city hall.

Council member James Herrera asked the council if they would like an explanation because he was the one that brought the item up. Mayor Narvaez and Council member

Yolanda Cruz requested he explain because they were not too familiar with the topic. Council member James Herrera gave a brief history on the item and how the ceremony is held. Council member Swain Real asked who provides the stone. Mr. Herrera stated the masons will pay for the stone and organize the entire service. Mayor Narvaez asked if it would be done when they city has the grand opening for the new city hall. Mr. Milum answered stating it would be separate.

Motion was made and seconded to approve allowing the local Mason's to have a cornerstone ceremony dedicating the new city hall.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Herrera, Councilman
SECONDER:	Juan Munoz, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve the 2019 Street Improvements.

Mayor Narvaez explained there was a list of streets that needed improvements in the council's packet. It was the Mayors understanding that there were enough funds to make improvements to most of the streets listed with one exception.

Mr. Milum explained that it depended on the Henderson Road Project and the funds used there. The estimate is \$1,000,000 to \$1,250,000. We hope it will come in less. If so that would leave \$750,000. Mr. Milum recommended the council approve a base bid without either #5, which is South Palma Street or #7 which is South Mesquite Street. Mr. Milum explained both streets were about the same cost and would bring it down to about the \$750,000 range. The streets would still be included as an alternate. Mr. Milum explained it would have to go to the TIRZ Board for final approval since it is funded through TIRZ funds.

Council member Juan Munoz asked how far it went into California Road. Mr. Milum explained to Mr. Munoz where the city limits ends on California Rd., approximately at the canal.

Mayor Narvaez commented that the good thing was that the TIRZ funds can be used for street improvements. The fund is growing.

Council member Yolanda Cruz asked Mr. Milum if West Second Street was where the school busses us park for Lopez-Riggins. Mr. Milum answered yes that was correct.

Motion was made and seconded to approve the 2019 Street Improvements with Palma Street as an alternate.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Swain Real, Councilman
SECONDER:	James Herrera, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION on a resolution 13-2019 to nominate a person for Position 9 on the Cameron Appraisal District Board of Directors.

Council member James Herrera commented that he would like to nominate David Woolverton from Port Isabel. Mr. Herrera stated the name was given to him because he

has had a lot of problems with the Cameron Appraisal District. Mr. Herrera described Mr. Woolverton as very knowledgeable, a representative for the people who don't know how to attack a problem when they are over taxed.

Mr. Milum explained to the council how the nomination is handled.

Motion was made and seconded to approve resolution 14-2019 to nominate David Woolverton for Position 9 on the Cameron Appraisal District Board of Directors.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Herrera, Councilman
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve ordinance 505 of the city of Los Fresnos, Texas adopting a water conservation plan and drought contingency plan: establishing criteria for the initiation and termination of drought response stages; establishing restrictions on certain water uses; establishing penalties for the violation of and provisions for enforcement of these restrictions' establishing procedures for granting variances; providing severability; repealing ordinance 455 and providing for an effective date.

Mayor Narvaez explained this was something the city needed because there have been time that the river levels have dropped considerably and certain steps need to be taken to insure that we do not run out of water.

Council member Juan Munoz asked if this ordinance would repeal ordinance 455. Mr. Milum answered this ordinance would replace 455.

Motion was made and seconded to approve ordinance 505 of the city of Los Fresnos, Texas adopting a water conservation plan and drought contingency plan: establishing criteria for the initiation and termination of drought response stages; establishing restrictions on certain water uses; establishing penalties for the violation of and provisions for enforcement of these restrictions' establishing procedures for granting variances; providing severability; repealing ordinance 455 and providing for an effective date.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Herrera, Councilman
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to acknowledge the Finance Director's certification of the estimated ad valorem tax collection rate for 2018 and the excess debt tax collections for 2018 tax year.

Mr. Milum explained that the state says these two items need to be mentioned because the city collects prior years debt in case somebody pays a bill from years ago. The estimated debt collections for 2018 is \$406,048 with no excess debt tax collections. The estimate excess fund balance for the debt fund is \$27,381.99.

Motion was made and seconded to acknowledge the Finance Director's certification of the estimated ad valorem tax collection rate for 2018 and the excess debt tax collections for 2018 tax year.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Yolanda H. Cruz, Councilwoman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to acknowledge the Cameron Appraisal District Chief Appraiser's certification of the 2019 tax roll.

Mayor Narvaez explained that the Net Taxable Value for 2019 was \$280,729,045 an increase of \$6,912,392 or 2.46%. There are 6 properties under protest for \$6,998,919 dealing with residential property, 78 new properties with a value of \$7,597,254 accounting for 55.49% of the increase. The amount of the increased values of existing properties is \$6,093,161, accounting for 44.51% of the increase.

Motion was made and seconded to acknowledge the Cameron Appraisal District Chief Appraiser's certification of the 2019 tax roll.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Swain Real, Councilman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to acknowledge the calculations of the City's Effective and Rollback Ad Valorem Tax Rate for tax year 2019 and for fiscal year 2019/2020.

Mr. Milum explained that there is a part in the state law that says the city needs to express to the public what the effective tax rate would be. He stated that an effective tax rate not counting the new properties but the existing properties from the previous year and the same properties this year if we taxed them what would be the rate. The rate last year was \$0.715. To get the same rate we would need to tax \$0.697821 which is more or less a \$0.02 difference. The states requires the city to make the public aware of that.

Mr. Milum continued to explained that second part was the rollback rate. If the city proposed in the budget to raise taxes above the \$0.715 the city could go to \$0.813033 before the public could call for a roll back election. If it would pass that the public did not want that tax rate the city would be required to drop it.

Mr. Milum explained that in the council's packet there are several worksheets that determine the rate.

Motion was made and seconded to acknowledge the calculations of the City's Effective and Rollback Ad Valorem Tax Rate for tax year 2019 and for fiscal year 2019/2020.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Joe Collinsworth, Councilman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to propose a tax rate for tax year 2019, take a record vote, if proposed tax rate exceeds the lower of the effective rate or rollback rate, and set dates for public hearings, if necessary.

Mr. Milum explained they based the budget to keep the tax rate the same at \$0.715 that is what it has been the last 12 years. This year will be the 13th year in a row. The effective tax rate is \$0.697821 the city will receive a bit more money in revenue, so the city will need to notify the public. Mr. Milum explained that if the council would like to proceed each council member would need to vote aye individually. Mr. Milum recommended the council approve the ad valorem property tax rate of \$0.715 per \$100 valuation for the 2019-2020 fiscal year budget and setting the 2 public hearings for Tuesday, August 20, and Tuesday, August 27, both at 6:00 pm at city hall.

All council members voted aye to set the tax rate at \$0.715 for tax year 2019 and the dates for the public hearings were set for Tuesday, August 20, and Tuesday, August 27, both at 6:00 pm at city hall.

RESULT: ADOPTED [UNANIMOUS]
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

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 Disaster Grant H. Henderson Road Project I. City Hall Project J. Underground Canal K. Update Planning & Zoning Ordinance L. Drainage Update M. Street & Alley Paving N. Boys & Girls Club Quarterly Report

Mr. Milum reported that the sludge drying beds project at the waste water treatment plant was complete. Mr. Milum gave the council a brief update on the Henderson Rd project. The city has applied for a \$350,000 grant to improve drainage along the railroad tracks north of Canal Street and paving of East Tenth Street and part of Whipple Road due to problems during heavy rains in June of 2018. They did not approve the drainage part but did approve the paving. Mr. Milum advised the council all the alleys have been completed and the entrance to the post office is almost complete.

Council member Swain Real asked for an update on the new city hall. Mr. Milum stated it was going very good and the projected end date is the middle of October. Mr. Milum reminded the council that he is available to take any of them to view the progress. Council member Real asked what was the original projected date. Mr. Milum answered the middle to late August but there have been a lot of rain days.

Mayor Narvaez asked how the Hike & Bike Trail was going. Mr. Milum stated it was ready to go except for one portion along the Holiday Out. He is working with Holiday Out on a possible agreement.

Council member Joe Collinsworth asked what the deal was with the contractor building the canopy at Community Park. He feels they work for while and then they are gone. Mr. Milum advised Mr. Collinsworth that they were working on other projects.

Council member Juan Munoz asked if there was anything that could be done on the alley behind Cano's. Mr. Milum asked if he could address that when they discuss the CDC budget on the next item.

Mayor Narvaez asked if there were any more questions.

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Collinsworth, Councilman
SECONDER:	Polo Narvaez, Mayor
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Acknowledgement of Department Head Reports

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

Motion was made and seconded to acknowledge the Financial Report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

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:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Police Department 1. Arrests 2. Incidents 3. Accidents

Motion was made and seconded to acknowledge the Police Report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Municipal Court 1. Monthly Report

Motion was made and seconded to acknowledge the Municipal Court.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Swain Real, Councilman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Library Report 1. Monthly Report

Motion was made and seconded to acknowledge the Library Report.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Swain Real, Councilman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Fire Marshal's Report 1. Monthly Report

Motion was made and seconded to approve the Fire Marshal's Report.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Swain Real, Councilman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Budget Workshop

Mayor Narvaez recessed the meeting at 7:05 p.m.

Mayor Narvaez called the meeting back to order at 7:16 p.m.

Budget Workshop

Mr. Milum explained that he was going to go over personnel, revenue and the CDC. He advised the council that the next meeting all department heads would attend the meeting and present their budget. As part of the budget there will be a public hearing first then the budget workshop.

Mr. Milum began with the personnel. He handed out a listing of the personnel with their pay for the last few years. He stated last year the personnel received a 3% cost of living increase and we are not projecting a raise this year. The only change requested is a part time janitorial position. Mr. Milum explained the need for the position and how the position would be funded. Mr. Milum asked the council if they had any question on the personnel. There was no questions.

Mr. Milum explained the next piece was the revenue. He explained what each column and row of the worksheet represented to the council. He went over each line item on the general fund budgets revenue for the fiscal year 2019/2020.

Council member Juan Munoz asked about the court security fees for the bailiff. He wanted to know if they were solely used for the bailiff. Mr. Milum answered yes and explained the job duties of the bailiff.

Mayor Narvaez asked Mr. Milum if the shooting range required a lot of up keep. Mr. Milum explained its usually around \$5,000 a year. This year because they plan to build a canopy over an area so the budget will be \$11,000.

Council member Joe Collinsworth asked if the city pays for the ammunition. Mr. Milum said yes for the Los Fresnos Police Officer only. Council member Collinsworth stated he was asking because he can hear the shots at his house and he wondered why they do so much rapid shooting when one well placed shot is just as good as 15. Mr. Milum stated he did not know the answer to that but he does know the police have a course they go through to qualify.

Mr. Milum gave a brief summary on the Community Development Corporations funding and what they are allowed to use it on. He went over the CDC budgets revenue and expenditures report for the fiscal year 2019/2020.

Mr. Milum addressed the question Mr. Munoz asked earlier in the meeting about paving the alley behind Cano's property by indicating that it will be included in the budget at \$60,000 for alley repairs.

Council member Swain Real asked if the CDC still had the business incentive grant program. Mr. Milum answered yes and gave a brief summary on the program.

RESULT: NO ACTION

Closed Session

Closed Session -Deliberation pursuant to Sections 551.072, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding the purchase, exchange, lease, or value of real property.

RESULT: WITHDRAWN

Open Session – Deliberation and possible action regarding the following:

Open Session - Deliberation pursuant to Sections 551.072, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding the purchase, exchange, lease, or value of real property.

RESULT: WITHDRAWN

K. Adjournment

The meeting was adjourned at 8:12 p.m.

Presiding Officer of the Council

Recorder

City Council

200 North Brazil

Los Fresnos, TX 78566

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

Special Meeting

~ Minutes ~

Tuesday, August 20, 2019

6:00 PM

City Hall

Call to Order

The meeting was called to order at 6:01 PM by Mayor Polo Narvaez

Invocation and Pledge of Allegiance

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

Public Hearing**First public hearing to receive comments from the public on the proposed tax rate for 2019.**

Opened the public hearing at 6:03 p.m.

Mayor Narvaez asked if the public if they had any questions or comments.

A member of the audience asked the Mayor if the tax rate would stay the tax rate would stay the same.

The Mayor answered yes it would stay the same as it has for the last thirteen years.

Mr. Milum stated it would be \$0.715 per \$100 valuation.

The audience member asked how much more money the city would be getting this year compared to last year.

Mayor Narvaez stated the increase would be \$147,844.20 which is the reason why the city is required to have the two public hearings.

Mayor Narvaez closed the public hearing at 6:08 p.m.

RESULT: NO ACTION

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

There were no comments.

Action Items

Consideration and ACTION to approve the second reading of Ordinance 502 approving a negotiated resolution between the city and Texas Gas Service ("TGS" or "the company") regarding the company's April 30, 2019 cost of service adjustment ("COSA") filing; declaring existing rates to be unreasonable; adopting new tariffs that reflect rate adjustments consistent with the negotiated settlement and finding the rates to be set by the attached tariffs to be just and reasonable; providing for the recovery of the city's and TGS' reasonable and necessary rate case expenses; adopting a savings clause; determining that this ordinance was passed in accordance with the requirements of the Texas open meetings

act; declaring an effective date; repealing any prior ordinances inconsistent with this ordinance and requiring delivery of this ordinance to the company's and the city's legal counsel.

Mayor Narvaez reminded the council that they had already voted on the item last week and this would be the second reading. Mayor Narvaez asked if there were any questions of discussions.

Motion was made and seconded to approve the second reading of Ordinance 502 approving a negotiated resolution between the city and Texas Gas Service ("TGS" or "the company") regarding the company's April 30, 2019 cost of service adjustment ("COSA") filing; declaring existing rates to be unreasonable; adopting new tariffs that reflect rate adjustments consistent with the negotiated settlement and finding the rates to be set by the attached tariffs to be just and reasonable; providing for the recovery of the city's and TGS' reasonable and necessary rate case expenses; adopting a savings clause; determining that this ordinance was passed in accordance with the requirements of the Texas open meetings act; declaring an effective date; repealing any prior ordinances inconsistent with this ordinance and requiring delivery of this ordinance to the company's and the city's legal counsel.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Swain Real, Councilman
SECONDER:	James Herrera, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve the second reading of ordinance 505 of the city of Los Fresnos, Texas adopting a water conservation plan and drought contingency plan; establishing criteria for the initiation and termination of drought response stages; establishing restrictions on certain water uses; establishing penalties for the violation of and provisions for enforcement of these restrictions' establishing procedures for granting variances; providing severability; repealing ordinance 455 and providing for an effective date.

Mayor Narvaez reminded the council that this was the second reading. They had already approved the first reading at the last meeting.

Motion was made and seconded to approve the second reading of ordinance 505 of the city of Los Fresnos, Texas adopting a water conservation plan and drought contingency plan: establishing criteria for the initiation and termination of drought response stages; establishing restrictions on certain water uses; establishing penalties for the violation of and provisions for enforcement of these restrictions' establishing procedures for granting variances; providing severability; repealing ordinance 455 and providing for an effective date.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Herrera, Councilman
SECONDER:	Joe Collinsworth, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Budget Workshop

Budget Workshop

Mr. Milum asked the council to turn to the supplemental tab in their budget binder which had the employees and pay structure. Mr. Milum explained the two employee position recommendations he had. Council member Swain Real asked Mr. Milum if the positions would include a rate increase. Mr. Milum answered no and explained there would be no rate increase for the employees this year. Mr. Milum explained the job duties for each position and answered questions from the council.

Mr. Milum explained the department heads were present and would present their budget.

Mr. Milum asked the council to turn to page 5 and explained the items that would be discussed.

Mr. Milum began with the Administration Expenditures in the General Fund Budget.

Council member James Herrera asked why there was an increase in Administrative Salary if there were no rate increases. Mr. Milum explained it was due to the two proposed positions.

Mr. Milum continued to go down the line items under the Administration Department Expenditures and answered questions for the council.

Jacqueline Moya, City Secretary, reviewed the Municipal Court Department expenditures. The council had no questions.

Pablo Garza, Finance Director, reviewed the Tax Assessor-Collector Department expenditures. The council had no questions.

Jacqueline Moya, City Secretary, reviewed the Elections Department expenditures. Mayor Narvaez asked if the \$13,380 would be the city portion. Ms. Moya answered yes.

Mr. Milum reviewed the All Department Expenditures Department. The council had no questions.

Hector Gonzalez, Police Chief, reviewed the Police Department expenditures. Mr. Milum and Chief Gonzalez answered questions for the council.

Mr. Milum reviewed the Fire Department and EMS Department Expenditures. The council had no questions.

Mr. Milum reviewed the Engineering Department and answered questions for the council.

Carlos Salazar, Public Works Director introduced Raul Garcia, Administrative Assistant. Mr. Salazar reviewed the Streets Department Expenditures and answered questions for the council.

Mr. Milum reviewed the Garbage Department Expenditures. The council had no questions.

Chief Gonzalez reviewed the Environmental Department Expenditures and answered questions for the council.

Mr. Salazar reviewed the Parks Department Expenditures. Mr. Milum and Mr. Salazar answered questions for the council.

Mr. Milum explained to the council that Angie Lugo, the librarian, was out on vacation and he would present her budget. Mr. Milum reviewed the Library Department Expenditures. The council had no questions.

Mr. Mium explained the next department was the Community Center which also included the Senior Citizen program that would be discussed later. Ms. Moya reviewed the Community Center Department expenditures. The council had no questions.

Commander Charlie Banda reviewed the Emergency Management Department Expenditures. Commander Banda and Mr. Milum answered questions for the council.

Mr. Salazar reviewed the Stormwater Department Expenditures. The council had no questions.

Mr. Milum reviewed the City Promotion Department Expenditures. The council had no questions.

Dale House, IT Director, reviewed the Information Technology Department Expenditures and discussed plans for the new city hall. Mr. House answered questions for the council.

Chief Gonzalez reviewed the Mental Task Force Department and gave a brief summary on the program. Chief Gonzalez and Mr. Milum answered questions from the council.

Mr. Milum reviewed the Community Health Department and explained changes that were made due to a formula error. There were no question from the council.

Mr. Milum explained the plans in mind for the renovation of the old city hall. Mr. Milum explained the cost of the renovations and the cost. Mr. Milum answered questions for the council.

Mr. Garza explained the upgrade Tyler Technologies requested in the Capital Outlay portion of the budget. Mr. Garza, Mr. Milum and Mr. House answered questions for the council.

Mr. Milum reviewed the capital outlay funded and unfunded items for the Police Department. Mr. Milum and Chief Gonzalez answered questions for the council.

Mr. Milum reviewed the funded and unfunded items in the Parks Department. Mr. Milum answered questions for the council and discussed the Los Fresnos CDC possible participation in funding items in the Parks Department.

The department heads present and the council discussed the capital outlay items.

Mr. Garza explained the Debt Service Fund revenue and expenditures. Mr. Milum and Mr. Garza answered questions for the council.

Mr. Garza reviewed the Tax Increment Reinvestment Zone revenue and expenditures. Mr. Milum and Mr. Garza answered questions for the council.

Ms. Moya reviewed the Senior Citizens budget. There were no questions from the council.

Mr. Milum explained that he would provide more information on the items discussed at the meeting.

RESULT:	NO ACTION
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Adjournment

Attachment: 8 20 19 CC MIN (3215 : Minutes)

Special Meeting

Tuesday, August 20, 2019

6:00 PM

The meeting was closed at 8:12 PM

Presiding Officer of the Council

Recorder

Attachment: 8 20 19 CC MIN (3215 : Minutes)

City Council

200 North Brazil

Los Fresnos, TX 78566

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

Special Meeting

~ Minutes ~

Tuesday, August 27, 2019

6:00 PM

City Hall

Call to Order

The meeting was called to order at 6:00 PM by Mayor Polo Narvaez

Invocation and Pledge of Allegiance

Mr. Milum gave the invocation and led the audience in the pledge of allegiance.

Council member Swain Real arrived.

Public Hearing**Second Public Hearing to receive comments from the public on proposed tax rate for 2019.**

Mayor Narvaez open the public hearing at 6:03 p.m.

Mr. Milum gave a brief explanation on the tax rate.

A member of the audience expressed his appreciation for the job well done by the City Manager and department heads.

Mayor Narvaez closed the public hearing at 6:05 p.m.

RESULT: NO ACTION

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

There were no comments.

Action Items**Consideration and ACTION to approve a grant and provide required matching funds for a Senior Citizen Van.**

Mayor Narvaez explained the city is fortunate to be able to get a grant from the Area Agency on Aging for a new van for our Senior Citizens program. We have a 2008 van with 90,057 miles on it. Being 11 years old and with that many miles it starts to become a problem. The grant amount is \$26,041. The best quote on a van is \$36,213 plus tax, title and license. We will be responsible for \$10,172 plus tax, title and license. The van we are getting is a mid roof type so it will provided a little more head room than the standard van we have now.

Council member Joe Collinsworth arrived at 6:06 p.m.

The Mayor asked the council if there was any questions or discussion.

Motion was made and seconded to approve a grant and provide required matching funds for a Senior Citizen Van.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Herrera, Councilman
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Budget Workshop**Budget Workshop**

Mr. Milum reviewed the Senior Citizen Program Budget with the council. There were no questions from the council.

Mr. Milum reviewed the unfunded items. Mr. Milum handed out a document that listed the revenue, expenditures, and proposed expenditures for the general fund and the utility fund. Mr. Milum answered questions for the council and discussed unfunded items.

Mr. Milum explained the renovation plans for the City hall and Police Station building. He handed out a plan of the proposed renovations.

Chief Hector Gonzalez, Assistant Chief Juan Rodriguez, Commander Charlie Banda and Mr. Milum reviewed the proposed plans and answered questions for the council.

Mr. Milum thanked the department heads for the all the hard work on the budget.

Mr. Milum reviewed each line item for revenues in the Utility Fund Budget. He answered questions for the council.

Carlos Salazar, Public Works Director reviewed the materials and supplies and capital outlay in the water fund and answered questions for the board.

Pablo Garza, Finance Director briefly explained the bond indebtedness the water department.

Mr. Salazar reviewed the materials and supplies and the repairs and maintenance in the sewer fund. There were no questions from the council.

Mr. Milum reviewed the remaining line items in the Utility Fund budget.

Mr. Salazar concluded by reviewing the capital outlay in the sewer department.

Mr. Milum and Mr. Salazar answered questions for the council.

Mr. Garza reviewed the bond indebtedness for the sewer department. Mr. Garza and Mr. Milum answered questions for the council and explained the bond indebtedness.

Mr. Milum advised the council that concluded the Utility Fund and the only pending discussion was the loans for the water and wastewater plant. He asked the council if they would like to continue or take a short break.

Mayor Narvaez recessed the meeting at 7:17 p.m.

Mayor Narvaez called the meeting back to order at 7:30 p.m.

Mr. Milum explained the council has approved for the city to apply for funding for water total of \$3,627,000 to make upgrades to the water plant required by the Texas Commission of Environment Quality regulations. Mr. Milum briefly explained the requirements and process.

Attachment: 8 27 19 CC MIN (3215 : Minutes)

Special Meeting**Tuesday, August 27, 2019****6:00 PM**

Mr. Garza explained the funding options to the council. Mr. Milum and Mr. Garza answered questions for the board and discussed the funding options.

Mr. Milum explained the proposed rate increase options and Texas Water Development Board funds the city would be applying for to make the water plant required by the Texas Commission of Environment Quality. Mr. Milum discussed the topics and answered questions for the board.

RESULT: NO ACTION

Adjournment

The meeting was closed at 8:20 PM

Presiding Officer of the Council

Recorder

Attachment: 8 27 19 CC MIN (3215 : Minutes)

City Council

200 North Brazil

Los Fresnos, TX 78566

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

Special Meeting

~ Minutes ~

Tuesday, September 3, 2019

6:00 PM

City Hall

Call to Order

The meeting was called to order at 6:00 PM by Mayor Polo Narvaez

Invocation and Pledge of Allegiance

Mr. Milum gave the invocation and led the audience in the pledge of allegiance.

Public Hearing**Public Hearing to receive comments from the public on the proposed budget for fiscal year 2019/2020.**

Mayor Narvaez opened the public hearing at 6:02 p.m.

Mayor Narvez explained there purpose of the public hearing. He asked the audience if there were any questions or comments. There were no questions.

Mayor Narvaez closed the public hearing at 6:04 p.m.

RESULT:	NO ACTION
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Visitors Remarks-To speak you must sign in with City Secretary prior to the meeting and you have a limit of 3 minutes to speak.

There were no comments.

Consent Agenda

Mayor Narvaez asked the council if there were any questions or concerns in reference to the consent agenda. There were none.

Consideration and ACTION to approve the City Secretary's Certification of Unopposed Candidates for November 5, 2019 City Election.

Motion was made and seconded to approve the City's Secretary's Certification of Unopposed Candidates for November 5, 2019 City Election.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz
ABSENT:	Swain Real

Consideration and ACTION to approve the first reading of Ordinance 506 an ordinance declaring unopposed candidates in the November 5, 2019 general city election, elected to

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office; canceling the election; providing a severability clause; and providing an effective date.

Motion was made and seconded to approve the first reading of Ordinance 506 an ordinance declaring unopposed candidates in November 5, 2019 general city election, elected to office; canceling the election; providing a severability clause; and providing an effective date.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Yolanda H. Cruz, Councilwoman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz
ABSENT: Swain Real

Consideration and ACTION to approve budget amendment to provide funds for Senior Citizen Van.

Motion was made and seconded to approve budget amendment

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Yolanda H. Cruz, Councilwoman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz
ABSENT: Swain Real

Action Items

Consideration and ACTION to approve updating the water and wastewater rates on the city fee schedule for an effective date of October 1, 2019.

Mr. Milum gave a brief summary on the rate study done for the city water and wastewater rates. Mr. Milum explained the process that would be taken to increase the rates. Mr. Milum answered questions for the council and discussed the rate increase.

Motion was made and seconded to approve updating the water and wastewater rates on the city fee schedule for an effective date of October 1, 2019.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: James Herrera, Councilman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz
ABSENT: Swain Real

Consideration and ACTION to approve the first reading of Ordinance 503 adopting the budgets for fiscal year 2019/2020.

Mr. Milum explained new budgets were printed that showed everything that was discussed the past meeting with the suggestion made by the council.

Motion was made and seconded to approve the first reading of Ordinance 503 adopting the budgets for fiscal year 2019/2020.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Yolanda H. Cruz, Councilwoman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz
ABSENT: Swain Real

Consideration and ACTION to approve the first reading of Ordinance 504 approving the 2019 tax roll and levying municipal ad valorem taxes for the use, benefit and support of the City and directing the assessment and collection thereof.

Mayor Narvaez asked if the council had any questions or concerns regarding the ordinance. There were none.

Motion was made and seconded to approve the first reading of Ordinance 504 approving the 2019 tax roll and levying municipal ad valorem taxes for the use, benefits and support of the City and directing the assessment and collection thereof.

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Herrera, Councilman
SECONDER: Polo Narvaez, Mayor
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz
ABSENT: Swain Real

Consideration and ACTION to approve a budget amendment

Mr. Milum explained that the budget amendment would showed the items that were discussed during the budget workshop. It would provide funding of the Tyler Technologies upgrade to the city's accounting package 1 police patrol unit, 1 police staff unit and renovations to the current city hall.

Motion was made and seconded approve the budget amendment.

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Herrera, Councilman
SECONDER: Polo Narvaez, Mayor
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz
ABSENT: Swain Real

Approval or rejection to approve the following Service Agreements: A. Los Fresnos Volunteer Fire Department B. Los Fresnos Ambulance Service C. Los Fresnos Chamber of Commerce D. Boys & Girls Club

Mr. Milum explained the agreement amounts are what was discussed during the budget meetings and they are reflected in the budget.

Motion was made and seconded to approve the following Service Agreements: Los Fresnos Volunteer Fire Department, Los Fresnos Ambulance Service, Los Fresnos Chamber of Commerce, Boys & Girls Club.

Special Meeting

Tuesday, September 3, 2019

6:00 PM

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Herrera, Councilman
SECONDER:	Joe Collinsworth, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz
ABSENT:	Swain Real

Adjournment

The meeting was closed at 6:20 PM

Presiding Officer of the Council

Recorder

Attachment: 9 3 19 CC MIN (3215 : Minutes)

City Council

200 North Brazil

Los Fresnos, TX 78566

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

Regular Meeting

~ Minutes ~

Tuesday, September 10, 2019

6:00 PM

City Hall

Agenda

- A. Call meeting to order
- B. Invocation and Pledge of Allegiance

Mr. Milum gave the invocation and led the audience in the pledge of allegiance.

Consent Agenda

Mayor Narvaez asked the council if they had any questions or concerns on the consent agenda.

Council member Juan Munoz requested to pull consent item 3.

Consideration and ACTION to approve the minutes from August 13, 2019.

Motion was made and seconded to approve the minutes from August 13, 2019.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve a Proclamation designating October 6-12, 2019 as Fire Prevention Week and Firefighters Appreciation Week.

Motion was made and seconded to approve a Proclamation designating October 6-12, 2019 as Fire Prevention Week and Firefighters Appreciation Week.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to surplus out the Senior Citizen Van and to authorize City Manager to sell to the highest bidder.

Mr. Munoz suggested for the item to be tabled for the next meeting. Mr. Munoz stated he had requested information from Mr. Milum on previous approved surplus items and he had not received them.

Mr. Milum explained the city had not sold the items previously approved. The city planned to sell the item on online but it was too difficult. Mr. Milum would like to add this to the surplus list and advertise on the newspaper and social media. Once they are sold he will have the information for the council. Mr. Milum stated he was ok with tabling the item if that is what the council decided.

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Mr. Munoz explained that was ok as long as Mr. Milum would provide the information requested.

Mr. Milum answered questions for the council.

Mr. Munoz withdrew his suggestion to table the item..

Motion was made and seconded to approve to surplus out the Senior Citizen Van and to authorize City Manager to sell to the highest bidder with the condition that Mr. Milum would report the results of the items sold by the next meeting if possible.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Juan Munoz, Councilman
SECONDER:	James Herrera, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve the Los Fresnos CDC to participating in the Lower Rio Grande Valley Development Council ExploreRGV Regional Marketing Plan Contribution.

Motion was made and seconded to approve the Los Fresnos CDC to participating in the Lower Rio Grande Valley Development Council ExploreRGV Regional Marketing Plan Contribution.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve the second reading of Ordinance 503 adopting the budgets for fiscal year 2019/2020.

Motion was made and seconded to approve the second reading of Ordinance 503 adopting the budgets for fiscal year 2019/2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve the second reading of Ordinance 504 approving the 2019 tax roll and levying municipal ad valorem taxes for the use, benefit and support of the City and directing the assessment and collection thereof.

Motion was made and seconded to approve the second reading of Ordinance 504 approving the 2019 tax roll and levying municipal ad valorem taxes for the use, benefit and support of the City and directing the assessment and collection thereof.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

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. Narvaez read the request made by Nolan Mathews requesting to speak about having dances at the Senior Citizen Center and the quality of work done on the sidewalks at Cuates Resaca Subdivision.

Mr. Mathews explained his proposals to have dances at the Senior Citizen Center. Mr. Mathew explained his concerns about the sidewalk that was repaired in his neighborhood. He wanted to put his concerns on record because he did not feel there was a good job done.

Mr. Narvaez suggested he make an appointment with Mr. Milum to further discuss the issue.

Mr. Narvaez introduced Mr. James Keillor stating he would like to talk about new policy for city construction projects.

Mr. Keillor would like to suggest the item be placed on the agenda to develop a policy to address construction projects in the city. Mr. Keillor explained what he felt was wrong with the sidewalk project in Cuates Subdivision. He feels the city should not manage the renovation on the current city hall the way the sidewalk project was managed. Mr. Keillor expressed his concerns about the maintenance needed in the current city hall. He encouraged the council to place it on the agenda and come up with a policy for construction projects.

Mr. Narvaez thanked Mr. Keillor and advised him to schedule a meeting with Mr. Milum to discuss his request further.

Mr. Narvaez introduced the next citizen, Jose Luis Amaya.

Mr. Amaya introduced himself. He thanked the council for the letter that is sent out to the citizens on the brush pickup. He explained the pickup days for the month and stated he had appliances that had not been picked up. He claimed to have called the city and never heard back. He asked the council who was responsible to check on the jobs that are done in the city. He feels somebody with the city should be assigned to make sure jobs around the city are being done right.

Mr. Narvaez suggested he make an appointment with Mr. Milum to further discuss the issue.

Action Items

Consideration and ACTION to approve Resolution 14-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements

to the city's drinking water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to the Texas Water Development Board; and other matters in connection therewith.

Mr. Milum commented the resolution was the submission allowing the city to apply for the water system upgrades the council had been discussing in previous meetings.

Motion was made and seconded to approve Resolution 14-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements to the city's drinking water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to the Texas Water Development Board; and other matters in connection therewith.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Herrera, Councilman
SECONDER:	Joe Collinsworth, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve Resolution 15-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements to the city's clean water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to the Texas Water Development Board; and other matters in connection therewith.

Mr. Milum commented the resolution was the submission allowing the city to apply for the sewer system upgrades the council had been discussing in previous meetings.

Mr. Munoz asked if this was also approving the city's financial advisors, bond counsel and engineers . Mr. Milum explained they had already done that.

Mr. Munoz asked if the city had 2 engineers working on the project Guzman & Munoz and the city engineers. Mr. Milum explained that Hanson Professional Services was the city engineers but for specific projects, engineers are rated and the Council decides the engineer on each one. On this particular project Guzman & Munoz Engineering was chosen by the Council.

Mr. Munoz said yes but he didn't want to happen like in the contract before that the city did not have two bids on the contracts for example the Rodeo Drive and Memorial Drive.

Mr. Milum explained the city did do contracts. Mr. Munoz answered he knew that but it wasn't bided out because it was a separate contract so he wants to be careful on what he approves. Mr. Milum explained the project was bid out and the contracts were done for the Rodeo Drive and Memorial Drive street projects using the same bid prices.

Motion was made and seconded to approve Resolution 15-2019 requesting financial assistance from the Texas Water Development Board for constructing various public improvements to the city's clean water utility system; authorizing the city's financial advisors, bond counsel, and engineers to coordinate the submission of the application to the Texas Water Development Board; and other matters in connection therewith.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Swain Real, Councilman
SECONDER: Yolanda H. Cruz, Councilwoman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 4 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - DWSRF Project (water) that is within the funding requested by the City for construction.

Mayor Narvaez explained that his understanding was that this item is also tied in to the previous items and the city needed to continue the contract so that the city will be able to apply for the funding. Mr. Milum answered yes he explained the process and answered questions for the council.

Motion was made and seconded to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 4 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - DWSRF Project (water) that is within the funding requested by the City for construction.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Swain Real, Councilman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 5 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - CWSRF Project (sewer) that is within the funding requested by the City for construction.

Mayor Narvaez explained it was the same as the previous items only it was for waste water. Mr. Milum agreed. Mr. Milum and Mr. Jose Munoz with Guzman & Munoz Engineering answered questions for the board.

Motion was made and seconded to approve an amendment to the existing engineering contract with Guzman & Munoz Engineering and Work Authorization NO. 5 for the purpose to prepare the final plans and specifications, bid package along with construction services for the Texas Water Development Board 2019 SFY - CWSRF Project (sewer) that is within the funding requested by the City for construction.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Swain Real, Councilman
SECONDER: Yolanda H. Cruz, Councilwoman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to approve the bids received for the following: A. Pest Control B. Official Newspaper C. Lot Mowing D. Vehicle Maintenance/Oil Change E. Vehicle Washing F. Cleaning Supplies G. Chemicals H. Vehicle Tire Maintenance

Mr. Milum explained he listed all of the agreements in his notes and the agenda packets included copies of the agreements and bid tabulations. He recommended approval from the council.

Council member James Herrera commented that at the last meeting the Chief of Police mentioned the oil in the police units is changed every 3,000 miles. He has checked about 5 different engineering companies and online they all say it can be done every 5,000 to 6,000 miles with the modern vehicle.

Mr. Milum explained it the oil is changes every 3,000 miles only on the patrol vehicles not the other staff vehicles but it could be changed if the council would like them to.

Mr. Milum and the council discussed the oil maintenance process.

Motion was made and seconded to approve the bids received for the following: A. Pest Control, B. Official Newspaper C. Lot Mowing, D. Vehicle Maintenance/Oil Change, E. Vehicle Washing, F. Cleaning Supplies, G. Chemicals, H. Vehicle Tire Maintenance.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Swain Real, Councilman
SECONDER: Yolanda H. Cruz, Councilwoman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to reappoint or appoint members to the Park Advisory Board.

Mr. Milum explained both members Adan Cruz and Robert Garza would like to continue to serve on the Park Advisory Board.

Motion was made and seconded to re appoint Adan Cruz and Robert Garza to the Park Advisory Board.

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Herrera, Councilman
SECONDER: Joe Collinsworth, Councilman
AYES: Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to reappoint or appoint members to the Planning & Zoning Commission.

Mr. Milum explained there was three member whose terms are up in October. Abran Ortega, will no longer be able to serve. The other two member would like to continue to serve they are Larry Meade and Javier Rodriguez.

Mr. Milum stated there was not any applicants at that time. If the council had any suggestions they could have the applicant fill out an application.

Motion was made and seconded to re appoint Larry Meade and Javier Rodriguez.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Joe Collinsworth, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Consideration and ACTION to reappoint or appoint of members to the Los Fresnos Housing Authority.

Mr. Milum listed the three members who's term was going to expire. He explained that Barbara Rodriguez would no longer like to serve, Manuel Abrego and Linda Ramirez would like to continue to serve. He explained a member of the Los Fresnos Housing Authority suggested an individual but they did not submit the application yet.

Motion was made and seconded to reappoint Manuel Abrego, Linda Ramirez and await the naming of the other individual for appointment or any other interested in the position.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	James Herrera, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

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 Disaster Grant H. Henderson Road Project I. City Hall Project J. Update Planning & Zoning Ordinance K. Drainage Update

Mr. Mium reported approximately \$67,040 funds remain for the Nature Park. The city awaits for bids to come in on the Hike & Bike Trails to be sure there are adequate funds to complete that project since the remaining funds can also be used for the trails. Mr. Milum is working with Holiday Out RV Park to come into an agreement to utilize a portion of the property for the trail. Mr. Milum explained his plans for the trail. Mr. Milum gave the council an update on the disaster grant, Henderson Road project and drainage. Mr. Milum answered questions for the council. Mr. Milum updated the council on the comments made in earlier in the meeting.

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Joe Collinsworth, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Acknowledgement of Department Head Reports

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

Motion was made and seconded to acknowledge the Financial report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

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:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Police Department 1. Arrests 2. Incidents 3. Accidents

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Municipal Court 1. Monthly Report

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Library Report 1. Monthly Report

Motion was made and seconded to acknowledge the Library report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

Fire Marshal's Report 1. Monthly Report

Motion was made and seconded to acknowledge the Fire Marshal's report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Swain Real, Councilman
AYES:	Munoz, Collinsworth, Herrera, Narvaez, Cruz, Real

H. Adjournment

Regular Meeting

Tuesday, September 10, 2019

6:00 PM

Mayor Narveaz adjourned the meeting at 6:58 p.m.

Presiding Officer of the Council

Recorder

Attachment: 9 10 2019 CC MIN (3215 : Minutes)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Ordinances
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3227)

DOC ID: 3227 A

Consideration and ACTION to approve the second reading of Ordinance 506 an ordinance declaring unopposed candidates in the November 5, 2019 general city election, elected to office; canceling the election; providing a severability clause; and providing an effective date.

As indicated on the attachment, Juan Munoz is the only one to file for Place 5 for the election in November so he does not have an opponent. Additionally as indicated on the attachment, Andres Lopez is the only one to file for Place 2 for the election in November so he does not have an opponent. This will allow us to cancel the election in November. This is the second reading of the ordinance. We had the first reading on September 3.

I recommend approval.

ORDINANCE NO. 506**AN ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE NOVEMBER 5, 2019 GENERAL CITY ELECTION, ELECTED TO OFFICE; CANCELING THE ELECTION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

This ordinance was introduced and submitted to the City Council for passage and adoption after the second reading of the Ordinance. After presentation and discussion of the Ordinance, a motion was made by _____ that the Ordinance be finally passed and adopted in accordance with the City's Home Rule Charter. The motion was seconded by _____ and carried by the following voted:

Mayor Polo Narvaez	___ For	___ Against	___ Abstained
Mayor Pro-tem Yolanda H. Cruz	___ For	___ Against	___ Abstained
Councilmember Swain Real	___ For	___ Against	___ Abstained
Councilmember James Herrera	___ For	___ Against	___ Abstained
Councilmember Joe Collinsworth	___ For	___ Against	___ Abstained
Councilmember Juan Munoz	___ For	___ Against	___ Abstained

WHEREAS, the general city election was called for November 5, 2019, for the purpose of electing members to the city council; and

WHEREAS, the city secretary has certified in writing that no person has made a declaration of write-in candidacy, and that each candidate on the ballot is unopposed for election to office; and

WHEREAS, under these circumstances, Subchapter C, Chapter 2, Election Code, authorizes the city council to declare the candidates elected to office and cancel the election; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOS FRESNOS:

Section 1. The following candidates, who are unopposed in the November 5, 2019 general city election, are declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

Council member Place 2: Andres Lopez
Council member Place 5: Juan Munoz

Section 2. The November 5, 2019 general city election is canceled, and the city secretary is directed to cause a copy of this ordinance to be posted on election day at each polling place used or that would have been used in the election.

Section 3. It is declared to be the intent of the city council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance is declared invalid by the judgment or decree of a court of

competent jurisdiction, the invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance since the city council would have enacted them without the invalid portion.

Section 4. This ordinance shall take effect upon its final passage, and it is so ordained.

INTRODUCED AND APPROVED on the first reading this 3rd day of August, 2019.

APPROVED AND PASSED on the second reading this 10th day of August, 2019.

Mayor, Polo Narvaez

ATTEST:

City Secretary, Jacqueline Moya

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3241)

DOC ID: 3241 D

**Consideration and ACTION to approve the action of the
Community Development Corporation for the purchase of 5
sets of bleachers for Los Fresnos Community Park.**

The CDC will approve this on Monday. They have the funds for this. The small sets of bleachers at Community Park for the baseball fields are extremely old. I'm certain they were there when I was in Little League many years ago so we have gotten our moneys worth. They do not have aisles or sides. As you can see from the attachment they will be very nice and safe. The lowest quote is \$18,282.25. The Little League in conjunction with the Rotary Club as well as other community members are working on the fields and the concession stand so the bleachers will go along with the work everyone is doing to upgrade and update the park and fields.

I recommend approval

thepark

AND FACILITIES

CATALOG

Highland Products Group, LLC
220 Congress Park Drive, Suite 215
Delray Beach FL 33445
Phone : 561-620-7878
Email : sales@theparkcatalog.com

Bill to:	Ship to:	Quote Proposal	Q19.14032
Raul Garcia	Raul Garcia	Date of Proposal	Jun 25, 2019
City of Los Fresnos	City of Los Fresnos	Proposal valid until	Sep 26, 2019 (93 days)
200 N Brazil	811 South Nogal Street	Sales Rep.	Carrie Georgopoulos
Los Fresnos, Texas, 78566	Los Fresnos, Texas, 78566		
United States	United States		
T: 956-233-4102	T: 956-233-4102		

Product image	Product name	Item #	QTY	Price	Your Price	Discount	Subtotal
	5 Row Aluminum Bleachers - Midfielder Series Length 15' Long Shop Drawings No Drawings Anchoring Option No Anchors	569-1106-2094719	5	\$3,595.00	\$3,307.00	\$1,440.00	\$16,535.00

Adjustment Quote	-\$1,440.00
Subtotal	\$16,535.00
Total Discount	\$1,440.00
Shipping & Handling (Excl. Tax)	\$1,747.25
Tax	\$0.00
Grand Total	\$18,282.25

- THIS QUOTE COMES WITH A BEST PRICE GUARANTEE -

TERMS & CONDITIONS

SHIPPING:

All merchandise is sold F.O.B. Deliveries are made during normal business hours, 8am - 4pm Monday - Friday. Unless otherwise noted, shipping charges include standard delivery only. Standard shipping charges are for Tailgate delivery to any commercial location on a commercial truck route; the truck driver is under no obligation to help you unload. If you are unable to accept a shipment via this method, you must purchase additional services.

- Additional Services - Residential Delivery, Limited Access Delivery, Construction Site Delivery, Liftgate Service, Inside Delivery, Notify Before Delivery.
- Service Discrepancies - If there is a discrepancy in the services requested and the minimum services required to deliver the product, The Park Catalog reserves the right to charge the customer for any necessary additional services provided at the time of delivery.
- Inspection of Shipments - It is the customer's responsibility to inspect all deliveries for possible damage, correct quantities and to note any discrepancies on the freight bill PRIOR to signing the delivery receipt provided by the driver. All claims MUST be recorded on the delivery receipt and reported within 48 hours of delivery. The Park Catalog does NOT GUARANTEE replacement parts or products FREE of charge due to concealed or unreported damages.
- Assembly May Be Required - Many of our products are shipped unassembled in order to minimize damage and lower freight charges.

CANCELLATIONS:

All cancellations must be done prior to shipping. Made-to-Order items already in production may not be cancelled.

RETURNS:

We will accept returns of unused products, up to 30 days from the shipping date, subject to ALL of the following terms and conditions:

- Approval - Written approval and instructions must be issued by our Customer Service Department before any merchandise can be returned.
- Shipping Returns - All merchandise must be returned in its original packaging, freight Prepaid. No Collect shipments are accepted.
- Re-Stocking & Shipping Fees - The customer is responsible for a minimum 25% re-stocking fee and all related shipping charges on product returned for reasons other than damage or defect. Original shipping charges will not be refunded.
- Web-Orders - For online orders, The Park Catalog is not responsible if the customer orders incorrect product or colors. All return and restock fees apply.
- Made-to-Order or Personalized - These items are not returnable unless a defect in manufacturing is presented to us with pictures prior to return.

To accept this proposal please Sign Here: _____ Date: _____

Attachment: BLEACHERS (3241 : Community Park-Bleachers)

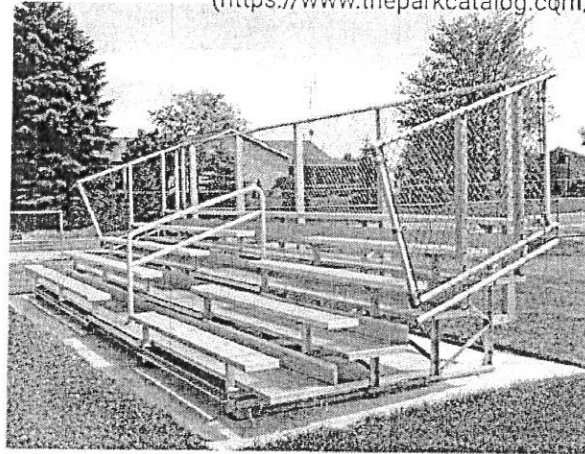
8/20/2019

5 Row Aluminum Bleachers - Midfielder Series - The Park Catalog

866-280-9894 (tel:+1866280989430)

[\(https://www.theparkcatalog.com/customer/account/\)](https://www.theparkcatalog.com/customer/account/)

Share item:

[\(https://www.theparkcatalog.com/customer/account/\)](https://www.theparkcatalog.com/customer/account/)

Actual product may vary from image shown.
Please contact an expert for more info: 866-280-9894

Attachment: BLEACHERS (3241 : Community Park-Bleachers)

DESCRIPTION

Product Details:

The Midfielder Series 5 row aluminum bleachers are built to last. These industrial grade, high quality aluminum structures include a center aisle, guardrail and double foot planking so navigating is safe and easy for up to 94 fans, depending on the length. Please note, these structures are intended for use on hard, flat surfaces.

Features:

2 x 10 anodized seat planks

Double 2 x 10 mill finish foot planks

(1) vertical aisle w/ mid aisle handrail (exception: 15'L has a side aisle)

Chainlink guardrail system

Aluminum angle understructure

**Assembly not included (ships knocked down.) Please call us for a competitive installation quote!*

***Anchors not included, but available upon request at an additional cost.*

Length	Seating Capacity
--------	------------------

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3242)

DOC ID: 3242 B

Consideration and ACTION to approve or reject the action of the Community Development Corporation for exterior fence replacement and baseball field fence replacement at Los Fresnos Community Park.

The CDC will approve this on Monday night. They have the funds for this. There is exterior fencing that needs to be replaced and repaired and fencing along the baseball fields that needs to be replaced and repaired. The cost will not exceed \$17,500 as that is the best quote we have now but expect more quotes. The Little League in conjunction with the Rotary Club as well as other community members are working on the fields and the concession stand so the fencing will go along with the work everyone is doing to upgrade and update the park and fields.

I recommend approval.

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3238)

DOC ID: 3238 D

**Consideration and ACTION to approve the action of the
Community Development Corporation to upgrade electrical
and pool lights for the Swimming Pool.**

The CDC will approve this on Monday night. They have the funds for this. The lights for the pool are bad and need to be replaced before there is a problem. Doing that will also require some updates to our electrical system. The quotes we have for this is \$3,449.58. This will cover everything needed.

I recommend approval.



BROWNSVILLE, TX #481
2451 PABLO KISEL BLVD STE C1

BROWNSVILLE, TX 78526-4214
Phone # : (956) 546-8470
Fax #...: (956) 546-8476

Quote

Quote #: 476554 Quote Name: CITY OF LOS FRESNOS-LIGHTS
Customer: CITY OF LOS FRESNOS

Date.....: 8/22/19
Customer #: 4744539

Billing Address:
200 N BRAZIL ST
LOS FRESNOS TX, 78566-3640

Shipping Address:
200 N BRAZIL ST
LOS FRESNOS TX, 78566-3640

Contact.: RAUL

Phone...: (956) 233-9879

Email: _____

Page: 1

Line #	Item #	Item Description	Qty	Unit Price	Ext Price
1	54037	PEN AMERLITE 500W 120V 100'	6	376.99	2,261.94

Notes: TEXAS BY BOARD CONTRACT 533-17

To Approve: Sign and Fax to ANGEL ESPERICUET (602)366-3923
For Question please call (602)366-9999
Signature...: _____ Date: _____

Print Name: _____

Sub-Total.: 2,261.94
Freight.....: .00
Tax.....: .00
Labor.....: .00
Total.....: 2,261.94

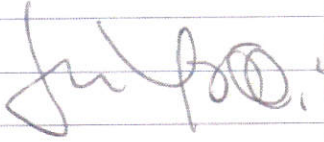
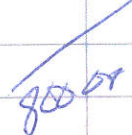
IF A CONTRACT IS REQUIRED TO COMPLETE JOB, LESLIES NEEDS TO APPROVE CONTRACT PRIOR TO JOB START DATE.
INVOICES IN EXCESS OF \$1,000 ARE SUBJECT TO A DOWN PAYMENT

THIS QUOTE IS MADE AS OF THE DATE SET FORTH ABOVE AND IS VALID FOR THIRTY (30) DAYS. UPON EXPIRATION OF THE 30 DAY PERIOD, PRICING AND OTHER COMPONENTS OF THE QUOTE ARE SUBJECT TO CHANGE. LESLIE'S RESERVES THE RIGHT TO MAKE ADJUSTMENTS IN FULL OR IN PART TO THE QUOTE FOR VARIOUS REASONS INCLUDING, BUT NOT LIMITED TO, CHANGING MARKET CONDITIONS, PRODUCT AND SERVICE DISCONTINUATION OR AVAILABILITY, MANUFACTURER PRICE CHANGES, ERRORS IN ADVERTISEMENTS OR QUOTES, OR STATE OR FEDERAL TAX CHANGES. LESLIE'S REQUIRES PAYMENT IN FULL ON ANY ORDER PRIOR TO ORDERING PARTS OR OUT-OF-STOCK ITEMS. UNLESS NOTED ABOVE, THIS QUOTE DOES NOT INCLUDE CHARGES FOR FREIGHT, MEDIA (I.E., SAND, SALT OR DIATOMACEOUS EARTH), OR INSTALLATION. LESLIE'S DOES NOT CERTIFY NOR WARRANT THE CONDITION OF OWNER'S POOL OR EQUIPMENT. IT IS THE RESPONSIBILITY OF THE POOL OWNER/OPERATOR TO MAINTAIN THEIR POOL ACCORDING TO ALL STATE AND LOCAL HEALTH CODE STANDARDS AND REGULATIONS.

Thank you for shopping with Leslies

Attachment: ELECTRICAL POOL LIGHTS (3238 : LF Swimming Pool-Upgrades)

959097

Statement		DATE	TERMS
TO City of Los Fresnos			
200 NORTH BRAZIL ST LOS FRESNOS TX. 78566			
ATTN: CARLOS SALAZAR			
IN ACCOUNT WITH FROM: LUIS MASCORRO			
SS SUNNYSIDE LN. BROWNSVILLE TX. 77820			
<p>PROPOSAL TO CHANGE SWIMMING POOL CONTROL PANEL WITH NEW ONE CHANGE CONDUIT TO NEW PANEL, REPLACE OLD CONDUIT FROM METER CAN TO BREAKER PANEL, AND EXISTING CONDUIT COMING TO PANEL LABOR \$350.00</p>			
<p>ALSO PROPOSAL TO REPLACE BURNED OUT LIGHTS INSIDE SWIMMING POOL</p>			
LABOR \$75.00 EACH LIGHT			
 			
CURRENT	OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT

adams DC5812

09-10

Attachment: ELECTRICAL POOL LIGHTS (3238 : LF Swimming Pool-Upgrades)

Q U O T A T I O N

Page
1
dealers electrical supply
 an employee owned company

 402 N. T ST.
 HARLINGEN

TX 78550-8011

 PHONE: 956-425-8690
 FAX: 956-425-8798

Quotation # 3652077-00

Customer P.O.#

Customer No. 481873-0001

Quotation Expires:

 To:
 CITY OF LOS FRESNOS

 200 NORTH BRAZIL
 LOS FRESNOS

TX 78566

 Ship To:
 LOS FRESNOS SWIMMING POOL

LOS FRESNOS TX 78566

Date	Ship Via	Salesman	Tax Code	Terms		
10/01/19		3601	900	VENDOR 10TH PROX		
Line	Quantity Required	Item Number	Description	Unit Price	U/M	Amount
1	1	DH0M3060M150PRB	SQD HOM3060M150PRB HOM OUTD 15	195.450	EA	195.45
2	4	DH0M130	SQD HOM130 SP-120/240V-30A CB	4.490	EA	17.96
3	2	DH0M120GFI	SQD HOM120GFI SP-120/240V-20A	39.320	EA	78.64
4	3	DH0M120	SQD HOM120 SP-120/240V-20A CB	4.490	EA	13.47
5	1	DH0M240	SQD HOM240 2P-120/240V-40A CB	9.960	EA	9.96
6	1	DH0M230	SQD HOM230 2P-120/240V-30A CB	9.960	EA	9.96
7	2	PVFCP200	PVC 2-IN CONDUIT CPLG	42.790	C	.86
8	2	APPL600	APP L600 2IN CONDUIT LOCKNUT	39.860	C	.80
9	2	APPPB600D	APP PB600D 2IN PLASTC INS BUSH	50.260	C	1.01
10	1	PVFLB200	PVC 2-IN TYPE-LB COND FTG	802.440	C	8.02
11	30	THHN0	THHN-1/0-BLACK-STRANDED	1432.170	M	42.97
12	20	THHN6BK	THHN-6-BLACK-STRANDED	426.950	M	8.54
SUB-TOTAL						387.64
SALES TAX						.00
SIGNED BY:						Total >>> 387.64

Attachment: ELECTRICAL POOL LIGHTS (3238 : LF Swimming Pool-Upgrades)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Plats
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3234)

DOC ID: 3234 C

**Consideration and ACTION to approve the final plat for
Ortega Subdivision.**

This subdivision is south of Los Fresnos in our ETJ, not our city limits. Since it is in out ETJ, it has to be approved by us as well as the county. Staff has reviewed for compliance with the ordinance. Everything is in order. Hanson Professional Services has also reviewed and given their comments and approval. It was approved by the Planning & Zoning Commission on September 1. . The plat is in the City Secretary's office for review if you would like to see the specific details.

I recommend approval.

MEMORANDUM

TO: Mark Milum
City Manager
mmilum@citylf.us

FROM: Richard Riggins, P.E.
rriggins@hanson-inc.com

DATE: September 16, 2019

SUBJECT: Ortega's Subdivision

Mr. Milum,

We have reviewed the Final plat for Ortega's Subdivision and have the following in addition to city's comments:

1. We recommend that the Final Plat for Ortega's Subdivision be approved contingent on the approval of Cameron County.

RAR



Please call at (956) 541-1155 if you have any questions.

Attachment: Ortega's Subdivision Final Approval (3234 : Ortega Subdivision-Final Plat)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Plats
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3233)

DOC ID: 3233 B

Consideration and ACTION to approve the final plat and construction plans for Old Home Place Subdivision.

This subdivision is north of Los Fresnos in our ETJ, not our city limits. Since it is in out ETJ, it has to be approved by us as well as the county. Staff has reviewed for compliance with the ordinance. Everything is in order. Hanson Professional Services has also reviewed and given their comments and approval. It was approved by the Planning & Zoning Commission on September 1. The plat is in the City Secretary's office for review if you would like to see the specific details.

I recommend approval.

MEMORANDUM

TO: Mark Milum
City Manager
mmilum@citylf.us

FROM: Richard Riggins, P.E.
rriggins@hanson-inc.com

DATE: September 19, 2019

SUBJECT: Final Plat and AS-Built Construction Plans Review for Old Home Place
Subdivision

Mr. Milum,

After reviewing the Final Plat and the As-Built Construction Plans of Old Home Place Subdivision

I have the following comments in addition to the City comments.

Final Plat

1. Northwest is mis-spelled in the last call of the Metes and Bounds Description.
2. Item No. 16 should read "Cameron County and the City of Los Fresnos are not responsible in maintaining drainage easements."

AS-Built Construction plans

1. Mark out all proposed referrals.

We recommend approval of Old Home Place Subdivision subject to the completion of the comments listed herein and the completion of the comments by the City of Los Fresnos.

RAR



Attachment: Old Home Place Memorandum for Final Plat and As-Built Drawings (3233 : Final Plat-Old Home Place Subdivision)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Grant
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3230)

DOC ID: 3230 A

Discuss, consider and adopt resolution to designate authorized signators for the 2019 Disaster Relief Texas CDBG program contract 7219037.

This needs to be approved for the Disaster Grant we received to repair paving on East Tenth Street and part of Whipple Road. It designates the Mayor, City Manager, City Secretary and Finance Director as authorized signators. These 4 individuals are the same we have for all of our accounts.

I recommend approva.

A201**RESOLUTION AUTHORIZING SIGNATORIES**

A RESOLUTION BY THE CITY COUNCIL OF CITY OF LOS FRESNOS DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TXCDBG) CONTRACT NUMBER 7219037.

WHEREAS, the City of Los Fresnos has received a 2019 Disaster Relief Texas Community Development Block Grant award to provide Street Improvements; and

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents requesting funds from the Texas Department of Agriculture, and;

WHEREAS, an original signed copy of the TxCDBG Depository/Authorized Signatories Designation Form (Form A202) is to be submitted with a copy of this Resolution, and;

WHEREAS, the City of Los Fresnos acknowledges that in the event that an authorized signatory of the City changes (elections, illness, resignations, etc.) the City must provide TxCDBG with the following:

- a resolution stating who the new authorized signatory is (not required if this original resolution names only the title and not the name of the signatory); and
- a revised TxCDBG *Depository/ Authorized Signatories Designation Form (Form A202)*.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF LOS FRESNOS, TEXAS, AS FOLLOWS:

The Mayor, City Manager, City Secretary and Finance Director are authorized to execute contractual and environmental review documents between the Texas Department of Agriculture and the City for the 2019 Disaster Relief Texas Community Development Block Grant Program.

The Mayor, City Manager, City Secretary and Finance Director are authorized to execute the *State of Texas Purchase Voucher* and *Request for Payment Form* documents required for requesting funds approved in the 2019 Disaster Relief Texas Community Development Block Grant Program.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LOS FRESNOS, TEXAS,
on _____, 2019.

APPROVED:

Mayor

ATTEST:

City Secretary

Attachment: Pages from CDBG 7219037 [Revision 1] (3230 : 2019 Disaster Relief Texas CDBG 7219037)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Resolutions
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3231)

DOC ID: 3231 A

**Discuss, consider and approve a resolution adopting
required CDBG Civil Rights policies.**

This is required for the Disaster Grant providing funds to re-pave East Tenth Street and part of Whipple Road and states we comply and will comply with all federal rules and regulations. We already have these policies in place as we regularly utilize CBDG funds so this is just updating them for the current project.

I recommend approval.

Resolution Regarding Civil Rights

The City of Los Fresnos, Texas

Whereas, the City of Los Fresnos, Texas, (hereinafter referred to as “City of Los Fresnos”) has been awarded TxCDBG funding through a TxCDBG grant from the Texas Department of Agriculture (hereinafter referred to as “TDA”);

Whereas, the City of Los Fresnos, in accordance with Section 109 of the Title I of the Housing and Community Development Act. (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than \$10,000, must take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG activity, on the basis of race, color, religion, sex, national origin, age, or disability;

Whereas, the City of Los Fresnos, in consideration for the receipt and acceptance of federal funding for the Contract, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections;

Whereas, the City of Los Fresnos, in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 135, is required, to the greatest extent feasible, to provide training and employment opportunities to lower income residents and contract opportunities to businesses in the TxCDBG project area;

Whereas, the City of Los Fresnos, in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and State’s certification requirements at 24 CFR 91.325(b)(6), must adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;

Whereas, the City of Los Fresnos, in accordance with Executive Order 13166, must take reasonable steps to ensure meaningful access to services in federally assisted programs and activities by persons with limited English proficiency (LEP) and must have an LEP plan in place specific to the locality and beneficiaries for each TxCDBG project;

Whereas, the City of Los Fresnos, in accordance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds;

Whereas, the City of Los Fresnos, in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, agrees to conduct at least one activity during the contract period to affirmatively further fair housing; and

Whereas, the City of Los Fresnos, agrees to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOS FRESNOS, TEXAS, THAT THE CITY OF LOS FRESNOS ADOPTS THE FOLLOWING:

1. Citizen Participation Plan and Grievance Procedures (Form A1013);
2. Section 3 Policy (Form A1002);
3. Excessive Force Policy (Form A1003);
4. Section 504 Policy and Grievance Procedures (Form A1004);
5. Limited English Proficiency (LEP) Standards (Form A1010);
6. Fair Housing Policy (Form 1015); and

7. Code of Conduct Policy.

Passed and approved this _____ day of _____, 2019.

Signature of Elected Official
City of Los Fresnos

Printed Name of Elected Official

Attachment: CDBG 7219037 (3231 : Resolution CDBG Civil Rights Policies)

**CITY OF LOS FRESNOS
CITIZEN PARTICIPATION PLAN
TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

Note to Grant Recipients regarding Limited English Proficiency (LEP) requirements:

In accordance with federal law, if there is a significant number of the population who are non-English speaking residents and are affected by the TxCDBG project, such citizens should have “meaningful access” to all aspects of the TxCDBG project. To provide ‘meaningful access’, Grant Recipients may need to provide interpreter services at public hearings or provide non-English written materials that are routinely provided in English. Examples of such vital documents include Citizen Participation notices (e.g. complaint procedures, hearing notices) civil rights notices, and any other published notice that may allow an eligible person with limited English proficiency to participate in discussing proposed CDBG activities.

For more information, see LEP.gov.

COMPLAINT PROCEDURES

These complaint procedures comply with the requirements of the Texas Department of Agriculture's Texas Community Development Block Grant (TxCDBG) Program and Local Government Requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at the City of Los Fresnos offices, 200 N. Brazil, 200 N. Brazil, Los Fresnos, TX 78566-3640, (956) 233-5768 during regular business hours.

Below are the formal complaint and grievance procedures regarding the services provided under the TxCDBG project.

1. A person who has a complaint or grievance about any services or activities with respect to the TxCDBG project, whether it is a proposed, ongoing, or completed TxCDBG project, may during regular business hours submit such complaint or grievance, in writing to the Mayor, at City of Los Fresnos at 200 N. Brazil, 200 N. Brazil, or may call (956) 233-5768.
2. A copy of the complaint or grievance shall be transmitted by the Mayor to the entity that is the subject of the complaint or grievance and to the City Attorney within five (5) working days after the date of the complaint or grievance was received.
3. The Mayor shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to person who made the complaint or grievance within ten (10) days.
4. If the investigation cannot be completed within ten (10) working days per 3. above, the person who made the grievance or complaint shall be notified, in writing, within fifteen (15) days where practicable after receipt of the original complaint or grievance and shall detail when the investigation should be completed.
5. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the TxCDBG for their further review and comment.
6. If appropriate, provide copies of grievance procedures and responses to grievances in both English and Spanish, or other appropriate language.

TECHNICAL ASSISTANCE

When requested, the City shall provide technical assistance to groups that are representative of persons of low- and moderate-income in developing proposals for the use of TxCDBG funds. The City, based upon the specific needs of the community's residents at the time of the request, shall determine the level and type of assistance.

PUBLIC HEARING PROVISIONS

For each public hearing scheduled and conducted by the City, the following public hearing provisions shall be observed:

1. Public notice of all hearings must be published at least seventy-two (72) hours prior to the scheduled hearing. The public notice must be published in a local newspaper. Each public notice must include the date, time, location, and topics to be considered at the public hearing. A published newspaper article can also be used to meet this requirement so long as it meets all content and timing requirements. Notices should also be prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.
2. When a significant number of non-English speaking residents are a part of the potential service area of the TxCDBG project, vital documents such as notices should be published in the predominant language of these non-English speaking citizens.
3. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and the City must make arrangements for individuals who require auxiliary aids or services if contacted at least two days prior to the hearing.
4. A public hearing held prior to the submission of a TxCDBG application must be held after 5:00 PM on a weekday or at a convenient time on a Saturday or Sunday.
5. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City shall comply with the following citizen participation requirements for the preparation and submission of an application for a TxCDBG project:

1. At a minimum, the City shall hold at least one (1) public hearing to prior to submitting the application to the Texas Department of Agriculture.
2. The City shall retain documentation of the hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the proposed use of funds for three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.
3. The public hearing shall include a discussion with citizens as outlined in the applicable TxCDBG application manual to include, but is not limited to, the development of housing and community development needs, the amount of funding available, all eligible activities under the TxCDBG program, and the use of past TxCDBG contract funds, if applicable. Citizens, with particular emphasis on persons of low- and moderate-income who are residents of slum and blight areas, shall be encouraged to submit their views and proposals regarding community development and housing needs. Citizens shall be made aware of the location where they may submit their views and proposals should they be unable to attend the public hearing.

4. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City must comply with the following citizen participation requirements in the event that the City receives funds from the TxCDBG program:

1. The City shall also hold a public hearing concerning any substantial change, as determined by TxCDBG, proposed to be made in the use of TxCDBG funds from one eligible activity to another again using the preceding notice requirements.
2. Upon completion of the TxCDBG project, the City shall hold a public hearing and review its program performance including the actual use of the TxCDBG funds.
3. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, for either a public hearing concerning substantial change to the TxCDBG project or for the closeout of the TxCDBG project, publish notice in both English and Spanish, or other appropriate language and provide an interpreter at the hearing to accommodate the needs of the non-English speaking residents.
4. The City shall retain documentation of the TxCDBG project, including hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the actual use of funds for a period of three (3) years three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.

Polo Narvaez, Mayor

Date

LA CIUDAD DE LOS FRESNOS
PLAN DE PARTICIPACIÓN CIUDADANA
PROGRAMA DE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Nota a los receptores de subvención en relación a requisitos de Dominio Limitado del inglés:

De acuerdo con la ley federal hay un número significativo de población que son residentes y que no hablan inglés y son afectados por el proyecto TxCDBG, estos ciudadanos deben tener "acceso significativo" a todos los aspectos del proyecto TxCDBG. Para proporcionar "acceso significativo", receptores de la subvención pueden ser utilizados para proporcionar servicios de interpretación en las audiencias públicas o proporcionar materiales no escritos en inglés que se proporcionan de manera rutinaria en inglés.

Para obtener más información, consulte LEP.gov.

PROCEDIMIENTOS DE QUEJA

Estos procedimientos de queja cumplen con los requisitos del Departamento de Programa de Agricultura de Texas Community Development Block Grant (TxCDBG) y los requisitos del gobierno local de Texas se encuentran en 24 CFR §570.486 (Código de Regulaciones Federales). Los ciudadanos pueden obtener una copia de estos procedimientos en la Ciudad de (Dirección postal City of Los Fresnos, 200 N. Brazil, 200 N. Brazil, Los Fresnos, TX 78566-3640, (956) 233-5768, (teléfono) en horario de oficina.

A continuación se presentan los procedimientos formales de quejas y quejas relativas a los servicios prestados en el marco del proyecto TxCDBG.

1. Una persona que tiene una queja o reclamación sobre cualquiera de los servicios o actividades en relación con el proyecto TxCDBG, o si se trata de una propuesta, en curso o determinado proyecto TxCDBG, pueden durante las horas regulares presentar dicha queja o reclamo, por escrito a la Mayor, a City of Los Fresnos, 200 N. Brazil, 200 N. Brazil, Los Fresnos, TX 78566-3640, (956) 233-5768.
2. Una copia de la queja o reclamación se transmitirá por el alcalde a la entidad que es encargada de la queja o reclamación y al Abogado de la Ciudad dentro de los cinco (5) días hábiles siguientes a la fecha de la queja o día que la reclamación fue recibida.
3. El alcalde deberá cumplir una investigación de la queja o reclamación, si es posible, y dará una respuesta oportuna por escrito a la persona que hizo la denuncia o queja dentro de los diez (10) días.
4. Si la investigación no puede ser completada dentro de los diez (10) días hábiles anteriormente, la persona que hizo la queja o denuncia será notificada, por escrito, dentro de los quince (15) días cuando sea posible después de la entrega de la queja original o quejas y detallará cuando se deberá completar la investigación.
5. Si es necesario, la queja y una copia escrita de la investigación posterior se remitirán a la TxCDBG para su posterior revisión y comentarios.
6. Se proporcionará copias de los procedimientos de queja y las respuestas a las quejas, tanto en inglés y español, u otro lenguaje apropiado.

Attachment: CDBG 7219037 (3231 : Resolution CDBG Civil Rights Policies)

ASISTENCIA TÉCNICA

Cuando lo solicite, la Ciudad proporcionará asistencia técnica a los grupos que son representantes de las personas de bajos y moderados ingresos en el desarrollo de propuestas para el uso de los fondos TxCDBG. La Ciudad, en base a las necesidades específicas de los residentes de la comunidad en el momento de la solicitud, deberá determinar el nivel y tipo de asistencia.

DISPOSICIONES AUDIENCIA PÚBLICA

Para cada audiencia pública programada y llevada a cabo por la Ciudad, se observarán las disposiciones siguientes de audiencias públicas:

1. Aviso público de todas las audiencias deberá publicarse al menos setenta y dos (72) horas antes de la audiencia programada. El aviso público deberá publicarse en un periódico local. Cada aviso público debe incluir la fecha, hora, lugar y temas a considerar en la audiencia pública. Un artículo periodístico publicado también puede utilizarse para cumplir con este requisito, siempre y cuando cumpla con todos los requisitos de contenido y temporización. Los avisos también deben ser un lugar prominente en los edificios públicos y se distribuyen a las autoridades locales de vivienda pública y otros grupos interesados de la comunidad.
2. Cuando se tenga un número significativo de residentes que no hablan inglés serán una parte de la zona de servicio potencial del proyecto TxCDBG, documentos vitales como las comunicaciones deben ser publicados en el idioma predominante de estos ciudadanos que no hablan inglés.
3. Cada audiencia pública se llevará a cabo en un momento y lugar conveniente para los beneficiarios potenciales o reales e incluirá alojamiento para personas con discapacidad. Las personas con discapacidad deben poder asistir a las audiencias y la Ciudad debe hacer los arreglos para las personas que requieren ayudas o servicios auxiliares en caso de necesitarlo por lo menos dos días antes de la audiencia pública.
4. Una audiencia pública celebrada antes de la presentación de una solicitud TxCDBG debe hacerse después de las 5:00 pm en un día de semana o en un momento conveniente en sábado o domingo.
5. Cuando un número significativo de residentes que no hablan inglés se registra para participar en una audiencia pública, un intérprete debe estar presente para dar cabida a las necesidades de los residentes que no hablan inglés.

La Ciudad deberá cumplir con los siguientes requisitos de participación ciudadana para la elaboración y presentación de una solicitud para un proyecto TxCDBG:

1. Como mínimo, la Ciudad deberá tener por lo menos un (1) audiencia pública antes de presentar la solicitud al Departamento de Agricultura de Texas.
2. La Ciudad conservará la documentación de la convocatoria(s) audiencia, un listado de las personas que asistieron a la audiencia(s), acta de la vista(s), y cualquier otra documentación relativa a la propuesta de utilizar los fondos para tres (3) años a partir de la liquidación de la subvención para el Estado. Dichos registros se pondrán a disposición del público, de conformidad con el Capítulo 552, Código de Gobierno de Texas.
3. La audiencia pública deberá incluir una discusión con los ciudadanos como se indica en el manual correspondiente de aplicación TxCDBG, pero no se limita a, el desarrollo de las necesidades de vivienda y desarrollo comunitario, la cantidad de fondos disponibles, todas las actividades elegibles bajo el programa TxCDBG y el uso de fondos últimos contratos TxCDBG, en su caso. Los ciudadanos, con especial énfasis en las personas de bajos y moderados ingresos que son

residentes de las zonas de tugurios y tizón, se fomentará a presentar sus opiniones y propuestas sobre el desarrollo de la comunidad y las necesidades de vivienda. Los ciudadanos deben ser conscientes de la ubicación en la que podrán presentar sus puntos de vista y propuestas en caso de que no pueda asistir a la audiencia pública.

4. Cuando un número significativo de residentes que no hablan inglés se registra para participar en una audiencia pública, un intérprete debe estar presente para dar cabida a las necesidades de los residentes que no hablan inglés.

La Ciudad debe cumplir con los siguientes requisitos de participación ciudadana en el caso de que la Ciudad recibe fondos del programa TxCDBG:

1. La Ciudad celebrará una audiencia pública sobre cualquier cambio sustancial, según lo determinado por TxCDBG, se propuso que se hará con el uso de fondos TxCDBG de una actividad elegible a otro utilizando de nuevo los requisitos de notificación
2. Una vez finalizado el proyecto TxCDBG, la Ciudad celebrará una audiencia pública y revisará el desempeño del programa incluyendo el uso real de los fondos TxCDBG.
3. Cuando un número significativo de residentes que no hablan inglés se puede registra para participar en una audiencia pública, ya sea para una audiencia pública sobre el cambio sustancial del proyecto TxCDBG o para la liquidación del proyecto TxCDBG, publicará un aviso en inglés y español u otro idioma apropiado y se proporcionara un intérprete en la audiencia para dar cabida a las necesidades de los residentes.
4. La Ciudad conservará la documentación del proyecto TxCDBG, incluyendo aviso de audiencia(s), un listado de las personas que asistieron a la audiencia(s), acta de la vista(s), y cualquier otro registro concerniente al uso real de los fondos por un período de a tres (3) años a partir de la liquidación del proyecto al estado.

Dichos registros se pondrán a disposición del público, de conformidad con el Capítulo 552, Código de Gobierno de

Polo Narvaez, Alcalde de la ciudad

Fecha

A1002**SECTION 3 POLICY**

In accordance with 12 U.S.C. 1701u, (Section 3), the City of Los Fresnos agrees to implement the following steps, which, to the *greatest extent feasible*, will provide job training, employment and contracting opportunities for Section 3 residents and Section 3 businesses of the areas in which the program/project is being carried out.

- A. Introduce and pass a resolution adopting this plan as a policy to strive to attain goals for compliance to Section 3 regulations by increasing opportunities for employment and contracting for Section 3 residents and businesses.
- B. Assign duties related to implementation of this plan to the designated Civil Rights Officer.
- C. Notify Section 3 residents and business concerns of potential new employment and contracting opportunities as they are triggered by TxCDBG grant awards through the use of: Public Hearings and related advertisements; public notices; bidding advertisements and bid documents; notification to local business organizations such as the Chamber(s) of Commerce or the Urban League; local advertising media including public signage; project area committees and citizen advisory boards; local HUD offices; regional planning agencies; and all other appropriate referral sources. Include Section 3 clauses in all covered solicitations and contracts.
- D. Maintain a list of those businesses that have identified themselves as Section 3 businesses for utilization in TxCDBG funded procurements, notify those businesses of pending contractual opportunities, and make this list available for general Grant Recipient procurement needs.
- E. Maintain a list of those persons who have identified themselves as Section 3 residents and contact those persons when hiring/training opportunities are available through either the Grant Recipient or contractors.
- F. Require that all Prime contractors and subcontractors with contracts over \$100,000 commit to this plan as part of their contract work. Monitor the contractors' performance with respect to meeting Section 3 requirements and require that they submit reports as may be required by HUD or TDA to the Grant Recipient.
- G. Submit reports as required by HUD or TDA regarding contracting with Section 3 businesses and/or employment as they occur; and submit reports within 20 days of federal fiscal year end (by October 20) which identify and quantify Section 3 businesses and employees.
- H. Maintain records, including copies of correspondence, memoranda, etc., which document all actions taken to comply with Section 3 regulations.

As officers and representatives of the City of Los Fresnos, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

 Polo Narvaez, Mayor

 Date

Attachment: CDBG 7219037 (3231 : Resolution CDBG Civil Rights Policies)

A1003**Excessive Force Policy**

In accordance with 24 CFR 91.325(b)(6), the City of Los Fresnos hereby adopts and will enforce the following policy with respect to the use of excessive force:

1. It is the policy of the City of Los Fresnos to prohibit the use of excessive force by the law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations;
2. It is also the policy of the City of Los Fresnos to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction; and
3. The City of Los Fresnos will introduce and pass a resolution adopting this policy.

As officers and representatives of City of Los Fresnos, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

Signature

Mayor

Date

Attachment: CDBG 7219037 (3231 : Resolution CDBG Civil Rights Policies)

Section 504 Policy Against Discrimination Based on Handicap and Grievance Procedures

In accordance with 24 CFR Section 8, Nondiscrimination based on Handicap in federally assisted programs and activities of the Department of Housing and Urban Development, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Section 109 of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309), City of Los Fresnos hereby adopts the following policy and grievance procedures:

1. Discrimination prohibited. No otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Housing and Urban Development (HUD).
2. City of Los Fresnos does not discriminate on the basis of handicap in admission or access to, or treatment or employment in, its federally assisted programs and activities.
3. City of Los Fresnos's recruitment materials or publications shall include a statement of this policy in 1. above.
4. City of Los Fresnos shall take continuing steps to notify participants, beneficiaries, applicants and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipients that it does not discriminate on the basis of handicap in violation of 24 CFR Part 8.
5. For hearing and visually impaired individuals eligible to be served or likely to be affected by the TxCDBG program, City of Los Fresnos shall ensure that they are provided with the information necessary to understand and participate in the TxCDBG program.
6. Grievances and Complaints
 - a. Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for City of Los Fresnos) to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.
 - b. Complaints should be addressed to the Mayor, 200 N. Brazil, Los Fresnos, TX, 78566-3640 or call (956) 233-5768, who has been designated to coordinate Section 504 compliance efforts.
 - c. A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
 - d. A complaint should be filed within thirty (30) working days after the complainant becomes aware of the alleged violation.
 - e. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by the Mayor. Informal but thorough investigations will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.
 - f. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by Mayor, and a copy forwarded to the complainant with fifteen (15) working days after the filing of the complaint where practicable.
 - g. The Section 504 coordinator shall maintain the files and records of the City of Los Fresnos relating to the complaint files.

- h. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the determination/resolution as described in f. above. The request for reconsideration should be made to the City of Los Fresnos within ten working days after the receipt of the written determination/resolution.
- i. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the U.S. Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.
- j. These procedures shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and assure that the City of Los Fresnos complies with Section 504 and HUD regulations.

Polo Narvaez, Mayor

Date

A1010**Over 5% Limited English Proficiency Plan**

Name of Grantee:	City of Los Fresnos
Community Population:	7,588 individuals
LEP Population:	1,593 individuals 23.7%
Languages spoken: 1) By more than 5% of the eligible population or beneficiaries and has more than 50 in number; or 2) By more than 5% of the eligible population or beneficiaries but has less than 50 or less in number; or 3) By more than 1,000 individuals in the eligible population in the market area or among current beneficiaries	Spanish

Program activities to be accessible to LEP persons:	
<input checked="" type="checkbox"/>	Public Notices and hearings regarding applications for grant funding, amendments to project activities, and completion of grant-funded project
<input checked="" type="checkbox"/>	Publications regarding TxCDBG application, grievance procedures, <i>complaint procedures</i> , <i>complaint procedures</i> , <i>answers to complaints</i> , <i>notices</i> , <i>notices of rights and disciplinary action</i> , and other vital hearings, documents, and program requirements
<input checked="" type="checkbox"/>	Other program documents: Documents available in Spanish for directly assisted beneficiaries, if applicable.

Resources available to Grant Recipient:	
<input checked="" type="checkbox"/>	Translation services: available upon request
<input checked="" type="checkbox"/>	Interpreter services: available upon request with prior notice
	Other resources: _____

Language Assistance to be provided:	
<input checked="" type="checkbox"/>	Translation (oral and/or written) of advertised notices and vital documents for: <u>Public hearing, Complaint and Grievance, Equal Opportunity, Policy of Non-discrimination Based on Disability Status and Fair Housing notices are available in Spanish. Other CDBG required program notices are available in Spanish upon request.</u>
<input checked="" type="checkbox"/>	Referrals to community liaisons proficient in the language of LEP persons: <u>Spanish-speaking liaisons are available upon request.</u>
<input checked="" type="checkbox"/>	Public meetings conducted in multiple languages: <u>Available upon request with two days advance notice.</u>
<input checked="" type="checkbox"/>	Notices to recipients of the availability of LEP services: <u>Included in translated notices.</u>
	Other services: _____

Signature - Chief Elected Official or Civil Rights Officer

Date

Attachment: CDBG 7219037 (3231 : Resolution CDBG Civil Rights Policies)

A1015

Fair Housing Policy

In accordance with Fair Housing Act, the City of Los Fresnos hereby adopts the following policy with respect to the Affirmatively Furthering Fair Housing:

1. City of Los Fresnos agrees to affirmatively further fair housing choice for all seven protected classes (race, color, religion, sex, disability, familial status, and national origin).
2. City of Los Fresnos agrees to plan at least one activity during the contract term to affirmatively further fair housing.
3. City of Los Fresnos will introduce and pass a resolution adopting this policy.

As officers and representatives of City of Los Fresnos, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

Signature

Mayor

Date

Attachment: CDBG 7219037 (3231 : Resolution CDBG Civil Rights Policies)

Code of Conduct Policy of the City of Los Fresnos

As a Grant Recipient of a TxCDBG contract, City of Los Fresnos shall avoid, neutralize or mitigate actual or potential conflicts of interest so as to prevent an unfair competitive advantage or the existence of conflicting roles that might impair the performance of the TxCDBG contract or impact the integrity of the procurement process.

For procurement of goods and services, no employee, officer, or agent of the City of Los Fresnos shall participate in the selection, award, or administration of a contract supported by TxCDBG funds if he or she has a real or apparent conflict of interest. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No officer, employee, or agent of the City of Los Fresnos shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to sub-agreements, except where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

Contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals for proposals must be excluded from competing for such procurements.

For all other cases, no employee, agent, consultant, officer, or elected or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients which are receiving TxCDBG funds, that has any CDBG function/responsibility, or is in a position to participate in a decision-making process or gain inside information, may obtain a financial interest or benefit from the TxCDBG activity.

The conflict of interest restrictions and procurement requirements identified herein shall apply to a benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet the National Program Objective.

Any person or entity including any benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet a National Program Objective, that might potentially receive benefits from TxCDBG awards may not participate in the selection, award, or administration of a contract supported by CDBG funding.

Any alleged violations of these standards of conduct shall be referred to the City of Los Fresnos Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

Passed and approved this _____ day of _____, 2019.

Mayor, City of Los Fresnos

These procedures are intended to serve as guidelines for the procurement of supplies, equipment, construction services and professional services for the Texas Community Development Block Grant (TxCDBG) Program. The regulations related to conflict of interest and nepotism may be found at the Texas Government Code Chapter 573, Texas Local Government Code Chapter 171, Uniform Grant Management Standards by Texas Comptroller, 24 CFR 570.489(g) &(h), and 2 CFR 200.318

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3216)

DOC ID: 3216 B

**Consideration and ACTION to approve a Service Agreement
with The University of Texas Health Science Center.**

This is the extension of the Community Health Care Program we are a part of. The contract is for \$60,000 which is the same as it was last year and what you approved in the budget. This remains a terrific program for the City. Our area residents support it tremendously and Los Fresnos' program is a model for all the other cities.

I recommend approval.

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SERVICES AGREEMENT

This Services Agreement ("Agreement") is entered into on this 1st day of October 2019, by and between The University of Texas Health Science Center at Houston on behalf of its Department of Brownsville Regional Campus ("University"), an agency of the State of Texas and governed by the Board of Regents of The University of Texas System ("System"), and the City of Los Fresnos ("Contractor").

RECITALS

WHEREAS, University desires to engage the services of Contractor; and,

WHEREAS, Contractor is competent to provide such services and desires to work with University;

NOW, THEREFORE, University and Contractor agree that the following terms, conditions and limitations shall govern this Agreement:

1. Scope of Work: Contractor will perform the scope of the work to the satisfaction of University as described below:

Staff, Equipment, and Training

- Contractor will employ a community health worker (CHW) to carry out the Tu Salud ¡Si Cuenta! (TSSC) program activities in their municipality, which include the promotion of SNAP - Ed (Supplemental Nutrition Education Program- Education). Contractor will oversee the CHW duties. If the CHW is replaced, contractor will ensure that the new CHW, if not already a certified community health worker by the Texas Department of State Health Services, receives the 160-hour course and becomes certified. This should be completed within 4 months of being hired. During that time, the CHW-in-training may conduct CHW duties, but only under the direct supervision of a TSSC certified CHW in order to protect the contractor and participant.
- Contractor is responsible for purchasing and maintaining the following equipment required by the program: a laptop computer, projector, a scale, and a stadiometer. Specifications for these equipment items will be provided by University.
- Contractor will ensure that the CHW has a workspace, including venues to host exercise classes, DPP classes, and The Happy Kitchen/La Cocina Alegre™ classes, in order to implement TSSC program services. All programs must be offered in safe locations and at times convenient to participants.

Participation in Program Meetings

- Contractor municipal leadership representatives will participate in a minimum of 2 semiannual face-to-face meetings or seminars organized by University between October 1, 2019 and September 30, 2020.
- Contractor will ensure CHW participates in monthly face-to-face meetings and seminars organized by University. A maximum of 2 excused absences will be allowed during the

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agreement period. If two excused absences have been used and CHW is unable to attend a monthly meeting, a representative is required to attend in place of the CHW.

- Contractor and University will meet as needed to discuss progress in meeting the services listed in this agreement.
- Contractor will ensure CHW participates in an established local community coalition; if one does not exist, the Contractor and CHW will create a local community coalition. The purpose of this coalition is to help give contractor insight into additional strategies for creating a healthy community by involving community members to provide feedback and concerns. Contractor and community actions or improvements related to items discussed during the meetings should be documented.
 - CHW must attend or host a minimum of 4 coalition meetings by September 30, 2020. CHW will be expected to contribute towards resolving issues identified in the coalition meetings.
 - Contractor must submit agendas, sign-in sheets, and minutes to document CHW's attendance and participation in coalition meetings. Documentation must be submitted to University within 15 business days after coalition meeting was held.
 - Contractor will work with the following partners in an effort to avoid the duplication of efforts: UTHealth, the Lower Rio Grande Valley Area Health Education Center (AHEC), the UTRGV School of Medicine Unimovil (mobile health clinic), the UTRGV Office of Community Engagement & Economic Development, Brownsville Wellness Coalition, and Texas A&M affiliates. Contractor will communicate regularly with the aforementioned partners to facilitate communication and provide any timely updates.
- Attendance of a contractor representative at the Texas Trails & Active Transportation Conference in San Antonio, Texas, from March 25-27, 2020 is highly encouraged. Partial or full expenses for this conference for one contractor representative are allowable under this contract as long as it fits within the total allowable contract amount.

Program Implementation

Contractor will implement all TSSC components during the contract period, which are comprised of: mass media, social support, risk factor screening, education, and infrastructure change supporting health outcomes. The following program services pertaining to the TSSC components should be implemented during the agreement period:

- Mass Media
 - Contractor will ensure CHW utilizes the monthly TSSC newsletter provided by University as part of enrollment and follow-up visit procedures. The newsletters should be provided to enrolled participants and relevant sections should be discussed with participants (e.g. role model, recipe, tips, upcoming events).
 - Contractor and CHW will identify TSSC participants for University to highlight as role models in media efforts (newsletter, weekly television segment, social media, TSSC website, etc.).
 - Contractor will ensure CHW submits an accurate exercise class schedule to University on a monthly basis to be posted on various University-run platforms.
- Social Support
 - Contractor will secure a minimum of 3 venues for group exercise offerings starting October 1, 2019 and maintain group exercise offerings at 3 venues until September 30, 2020.

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- Contractor will ensure that a minimum of 12 free exercise classes per week are implemented by October 1, 2019. Contractor will maintain the availability of 12 classes per week until September 30, 2020. The free exercise classes must be those taught by or coordinated by the CHW. All exercise classes should include nutritional information according to directions outlined by University and in accordance with SNAP-Ed funding. The class types and locations will be coordinated with University to ensure that maximum geographical coverage is achieved across all cities partnering on this project and maximum opportunity for promotion of the classes. Any changes to the exercise and nutrition class schedule, including additions and cancellations, must be approved by University.
- Contractor will actively promote and participate in The Challenge 2020 activities including the initial weigh-in events (January), midpoint weigh-in events (March) and weigh-out events (April). Participation includes ensuring that the CHW attends at least one event or provides measurement tools and data entry supplies for University to utilize at these events.
- Risk Factor Screening
 - Contractor will ensure that at least 265 individuals with risk factors for chronic disease are enrolled in the TSSC program between October 1, 2019 and September 30, 2020. Contractor will follow all TSSC components with enrolled participants and document participant changes as prescribed by University.
 - The University is setting up a new referral process to support individuals who are at risk for chronic disease and living in the respective municipality to more quickly access lifestyle change support from the trained CHW. Contractor will work with the University to accept these referrals and deploy their CHW to support health improvements.
 - Contractor will work with University representatives to improve the percentage of participants who meet physical activity recommendations (per HHSC specifications) as part of the TSSC program. A minimum of 45% of TSSC participants who receive a follow up must report increased physical activity. Follow up must be conducted by September 30, 2020.
 - Contractor will work with University representatives to improve the percentage of participants who meet fruit and vegetable consumption recommendations (per HHSC specifications) as part of the TSSC program. A minimum of 35% of TSSC participants who receive a follow up must report increased fruit and vegetable consumption and/or increased intention to eat fruits and vegetables. Follow up must be conducted by September 30, 2020.
- Education
 - Contractor will implement one The Happy Kitchen/La Cocina Alegre™ session (6 classes) in collaboration with University and Brownsville Wellness Coalition. CHW will be responsible for assisting with recruitment, preparation, and facilitation of classes.
 - Contractor will participate in planning for region-wide options for implementation of Diabetes Prevention Program (DPP) Classes using an approved CDC curriculum, typically the Group Lifestyle Balance™ (GLB) curriculum or Prevent T2.
 - Contractor will ensure CHW is certified in approved DPP curriculum, to be determined by University.
 - Contractor should initiate or assist with one DPP offering with a certified DPP coach by January 2020.

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- The certified DPP coach is required to shadow at least 3 DPP class sessions prior to launching their own or assisting with a DPP program.
 - Metrics must adhere to external DPP grant, as stipulated by the evaluation staff.
 - Contractor will track specific metrics such as physical activity, fruit and vegetable consumption, weight, and waist circumference using standardized forms and procedures delineated by University.
 - The contractor must agree and the CHW must participate in observations of the delivery of course content for monitoring purposes.
 - Data gathered through the program must be de-identified and shared with University for monitoring and reporting purposes at least quarterly.
- Infrastructure Change
 - Contractor will participate in CaraCara Trails meetings coordinated by University and/or partners, typically the Rails to Trails Conservancy.

Tracking Participant Data and Program Information

- Contractor will work with University to ensure the CHW is trained to use the My Own Med database system.
- Contractor will ensure that the CHW enters all required data into the My Own Med data system on a weekly basis, including:
 - Information about participants enrolled in the TSSC program.
 - Information about participant's insurance status and financial income.
 - Information on the participants who received the follow-up visit (including, but not limited to, physical activity levels, level of consumption of fruits and vegetables, other referrals, and personal goals).
- Contractor will ensure the My Own Med data system containing their municipality's participant data is accurate. Any information that is found to be inaccurate will not count toward the aforementioned goal of reaching 265 new participants.
 - Information collected as part of this project should be maintained in accordance with The HIPAA Privacy Rule. This rule mandates that federal protections are in place for personal health information held by covered entities and gives patients an array of rights with respect to that information. As such, any personal health information collected as part of the TSSC program should not be stored on personal computers or devices and should not be shared via email or cloud services. Any paper files containing personal health information need to be stored in a locked cabinet or drawer.

Other information may be required in order to track implementation and improvement of the project. The contractor will receive written notice of any new and additional information required for data entry.

- Contractor will ensure CHW submits all exercise class attendance sheets every Monday before 3pm to the assigned University staff member. Attendance sheets must be clear and organized according to University standards.
- Contractor will ensure CHW submits any and all changes to the exercise class schedule by the 15th day of every month to the assigned University staff member.
- Contractor will submit the Project Status Form to University on a monthly basis to document progress towards metrics.

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- Contractor will participate in UTHealth's evaluation of municipal activities related to the TSSC program. Evaluation activities include but are not limited to: implementation audits and key informant interviews, evaluation of exercise classes, monitoring and observation of classes and screening, and follow-up visit outcomes.
- Contractor will submit documentation of all other TSSC-related items including, but not limited to, partnerships with local businesses and organizations, newspaper articles, etc.

Any expenses not listed in the Scope of Work above, but relating to the TSSC program, must be submitted in writing to the TSSC Program Manager for prior approval.

Time is of the essence in connection with this Agreement. University will have no obligation to accept late performance or waive timely performance by Contractor.

2. Duration of Agreement: This Agreement shall be effective 10/01/2019 and shall terminate on 09/30/2020.
3. Compensation: University shall compensate Contractor as tasks are completed to the satisfaction of University's authorized representative Dr. Belinda Reininger.

All invoices are paid 'Net 30 Days' from receipt of invoice.

Contractor must demonstrate fulfillment of these services to receive payment.

The total value of this Agreement shall not exceed \$60,000.

4. Independent Contractor: It is understood and expressly agreed upon by the parties that Contractor is acting as an independent contractor in performing the services hereunder. Neither Contractor nor its employees shall hold themselves out as employees or agents of University. Neither Contractor nor its employees shall make any statements, representations, or commitments of any kind, or to take any action which shall be binding upon the University, except as may be expressly provided for herein or authorized in writing. University shall not pay any contributions to Social Security, unemployment insurance, federal or state withholding taxes, nor provide any other contributions or benefits that might be expected in an employer-employee relationship.
5. Assignment: This Agreement is entered into in reliance upon and in consideration of the singular skill and qualifications of Contractor. Contractor shall therefore not voluntarily or by operation of law assign or otherwise transfer its rights or obligations pursuant to the terms of this Agreement to any party without the prior written consent of University. Any attempted assignment or transfer by Contractor of its rights or obligations without such consent shall be void. Furthermore, Contractor shall not subcontract any of the services to be provided hereunder to another entity without the prior written consent of University.
6. Amendment: This Agreement may not be changed or modified in any respect except by means of a written document executed by both parties.
7. Ownership and Use of Work Material.

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- 7.1 All drawings, specifications, plans, computations, sketches, data, photographs, tapes, renderings, models, publications, statements, accounts, reports, studies, and other materials prepared by Contractor or any subcontractors in connection with the Work (collectively, "**Work Material**"), whether or not accepted or rejected by University, are the sole property of University and for its exclusive use and re-use at any time without further compensation and without any restrictions.
 - 7.2 Contractor grants and assigns to University all rights and claims of whatever nature and whether now or hereafter arising in and to the Work Material and will cooperate fully with University in any steps University may take to obtain or enforce patent, copyright, trademark or like protections with respect to the Work Material.
 - 7.3 Contractor will deliver all Work Material to University upon expiration or termination of this Agreement. University will have the right to use the Work Material for the completion of the Work or otherwise. University may, at all times, retain the originals of the Work Material. The Work Material will not be used by any person other than University on other projects unless expressly authorized by University in writing.
 - 7.4 The Work Material will not be used or published by Contractor or any other party unless expressly authorized by University in writing. Contractor will treat all Work Material as confidential.
 - 7.5 All title and interest in the Work Material will vest in University and will be deemed to be a work made for hire and made in the course of the Work rendered under this Agreement. To the extent that title to any Work Material may not, by operation of law, vest in University or Work Material may not be considered works made for hire, Contractor hereby irrevocably assigns, conveys and transfers to University and its successors, licensees and assigns, all rights, title and interest worldwide in and to the Work Material and all proprietary rights therein, including all copyrights, trademarks, service marks, patents, trade secrets, moral rights, all contract and licensing rights and all claims and causes of action with respect to any of the foregoing, whether now known or hereafter to become known. In the event Contractor has any rights in the Work Material which cannot be assigned, Contractor agrees to waive enforcement worldwide of the rights against University, its successors, licensees, assigns, distributors and customers or, if necessary, to exclusively license the rights, worldwide to University with the right to sublicense. These rights are assignable by University.
8. Provisions of Law: This Agreement is subject to and shall be governed by the laws of the State of Texas, without regard to its choice of law provisions. Venue for any dispute arising out of this Agreement shall lie exclusively in Harris County, Texas. Any earnings derived from services rendered by Contractor are subject to income taxes; such earnings shall be reported to the government at the end of each calendar year by the University's accounting department. It is understood that Contractor is responsible for paying all applicable federal or state taxes on the compensation paid to Contractor by University.
 9. Notices: Notices, correspondence, billings, payments, and all other communications

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shall be addressed as follows:

To University:

The University of Texas
Health Science Center at Houston
P.O. Box 20036
Houston, Texas 77225

To Contractor:

City of Los Fresnos
200 N. Brazil St.
Los Fresnos, Texas 78566

10. Indemnification: Contractor shall indemnify and hold harmless University, The University of Texas System, its regents, officers, agents and employees from any liability or loss resulting from claims, demands, or injury, including death, that they may suffer as a result of the performance of this Agreement.
11. Responsibility for Individuals Performing Work; Criminal Background Checks: Each individual who is assigned to perform the Work under this Agreement will be an employee of Contractor or an employee of a subcontractor engaged by Contractor. Contractor is responsible for the performance of all individuals performing the Work under this Agreement. Prior to commencing the Work, Contractor will have an appropriate criminal background screening performed on all the individuals. Contractor will determine on a case-by-case basis whether each individual assigned to perform the Work is qualified to provide the services. Contractor will not knowingly assign any individual to provide services on University's campus who has a history of criminal conduct unacceptable for a university campus or healthcare center, including violent or sexual offenses.

By signing this Agreement, Contractor certifies compliance with this Section. Contractor shall notify University when there is a change in the individuals assigned to perform the Work due to unsatisfactory background check results.

12. Compliance: Contractor certifies:
- that it and its employees comply with all federal and state laws and regulations, including without limitation, Medicare and Medicaid regulations and the Immigration Reform and Control Act of 1986; and
 - That neither it nor its employee have been or are presently excluded from participating in, or have been sanctioned by, any federal or state healthcare program; and
 - That it has conducted criminal background checks for prior convictions on its employees performing services hereunder.

Contractor agrees to immediately report to University if it becomes aware of the following: (1) A violation of any federal or state healthcare law, regulation or policy by Contractor, its employees or agents; (2) an inquiry or investigation by the government of Contractor, its employees or agents; or (3) if Contractor or its employees or agents are excluded from, or otherwise sanctioned by, any federal or state healthcare plan.

13. Dispute Resolution: To the extent that Chapter 2260 of the *Texas Government Code*, as it may be amended from time to time ("Chapter 2260"), is applicable to this Agreement

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and is not preempted by other applicable law, the dispute resolution process provided for in Chapter 2260 shall be used, as further described herein, by University and Contractor to attempt to resolve any claim for breach of contract made by Contractor:

- (A) Contractor's claims for breach of this Agreement that the parties cannot resolve pursuant to other provisions of this Agreement or in the ordinary course of business shall be submitted to the negotiation process provided in subchapter B of Chapter 2260. To initiate the process, Contractor shall submit written notice, as required by subchapter B of Chapter 2260, to University in accordance with the notice provisions in this Agreement. Contractor's notice shall specifically state that the provisions of subchapter B of Chapter 2260 are being invoked, the date and nature of the event giving rise to the claim, the specific Agreement provision that University allegedly breached, the amount of damages Contractor seeks, and the method used to calculate the damages. Compliance by Contractor with subchapter B of Chapter 2260 is a required prerequisite to Contractor's filing of a contested case proceeding under subchapter C of Chapter 2260. The Executive Vice President for Administration and Business Affairs of University, or such other officer of University as may be designated from time to time by University by written notice thereof to Contractor in accordance with the notice provisions in this Agreement, shall examine Contractor's claim and any counterclaim and negotiate with Contractor in an effort to resolve such claims.
- (B) If the parties are unable to resolve their disputes under subparagraph (A) of this section, the contested case process provided in subchapter C of Chapter 2260 is Contractor's sole and exclusive process for seeking a remedy for any and all of Contractor's claims for breach of this Agreement by University.
- (C) Compliance with the contested case process provided in subchapter C of Chapter 2260 is required prerequisite to seeking consent to sue from the Legislature under Chapter 107 of the Texas Civil Practices and Remedies Code. The parties hereto specifically agree that (i) neither the execution of this Agreement by University nor any other conduct, action or inaction of any representative of University relating to this Agreement constitutes or is intended to constitute a waiver of University's or the state's sovereign immunity to suit and (ii) University has not waived its right to seek redress in the courts.
 - (1) The submission, processing and resolution of Contractor's claim is governed by the published rules adopted by the Texas Attorney General pursuant to Chapter 2260, as currently effective, hereafter enacted or subsequently amended.
 - (2) Neither the occurrence of an event giving rise to a breach of contract claim nor the pendency of a claim constitute grounds for the suspension of performance by Contractor, in whole or in part. University and Contractor agree that any periods set forth in this Agreement for notice and cure of defaults are not waived, delayed, or suspended by Chapter 2260 or this section.

14. Termination: University may, without cause, terminate this Agreement at any time upon

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giving seven (7) days' advance written notice to Contractor. Upon termination pursuant to this Section, Contractor will be entitled to payment of an amount that will compensate Contractor for the Work satisfactorily performed from the time of the last payment date to the termination date in accordance with this Agreement; provided, that, Contractor has delivered all Work Material to University. Notwithstanding any provision in this Agreement to the contrary, University will not be required to pay or reimburse Contractor for any services performed or for expenses incurred by Contractor after the date of the termination notice that could have been avoided or mitigated by Contractor.

15. Loss of Funding: University performance of its duties and obligations under this Agreement may be dependent upon the appropriation and allotment of funds by the Texas State Legislature (the "Legislature") and/or allocation of funds by the Board of Regents of The University of Texas System (the "Board") and/or other non-state Granting Authority ("Authority"). If the Legislature fails to appropriate or allot the necessary funds, or the Board or the Authority fails to allocate the necessary funds, then University will issue written notice to Contractor and University may terminate this Agreement without further duty or obligation hereunder. Contractor acknowledges that appropriation, allotment, and allocation of funds are beyond the control of University.
16. Force Majeure: Neither party hereto will be liable or responsible to the other for any loss or damage or for any delays or failure to perform due to causes beyond its reasonable control including, but not limited to, acts of God, strikes, epidemics, war, riots, flood, fire, sabotage, or any other circumstances of like character ("Force Majeure Occurrence"). Provided, however, in the event of a Force Majeure Occurrence, Contractor agrees to use its best efforts to mitigate the impact of the occurrence so that University may continue to provide services during the occurrence.
17. Confidentiality: All information owned, possessed or used by University that is communicated to, learned, developed or otherwise acquired by Contractor in the performance of services for University, that is not generally known to the public, will be confidential and Contractor will not, beginning on the date of first association or communication between University and Contractor and continuing through the term of this Agreement and any time thereafter, disclose, communicate or divulge, or permit disclosure, communication or divulgence, to another or use for Contractor's own benefit or the benefit of another, any confidential information, unless required by law. Contractor will not make any press releases, public statements, or advertisement regarding this Agreement or to the services to be provided hereunder without the prior written approval of University. To the extent Contractor is permitted to subcontract services it shall ensure that the subcontractor complies with the provisions of this Agreement. Contractor shall employ encryption to mitigate the risk of disclosure of University information in-storage and in-transit. Encryption implementation and strength should be sufficient to protect University information from disclosure until such time as disclosure poses no material risk.
18. Limitation of Liability: Except for University's obligation (if any) to pay Contractor certain fees and expenses University will have no liability to Contractor or to anyone claiming through or under Contractor by reason of the execution or performance of this Agreement. Notwithstanding any duty or obligation of University to Contractor or to anyone claiming through or under Contractor, no present or future affiliated enterprise, subcontractor, agent,

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officer, director, employee, representative, attorney or regent of University, or System, or anyone claiming under University has or will have any personal liability to Contractor or to anyone claiming through or under Contractor by reason of the execution or performance of this Agreement.

19. Representations and Warranties by Contractor: If Contractor is a corporation or a limited liability company, Contractor warrants, represents, covenants, and agrees that it is duly organized, validly existing and in good standing under the laws of the state of its incorporation or organization and is duly authorized and in good standing to conduct business in the State of Texas, that it has all necessary power and has received all necessary approvals to execute and deliver this Agreement, and the individual executing this Agreement on behalf of Contractor has been duly authorized to act for and bind Contractor.
20. Franchise Tax Certification: If Contractor is a corporate or limited liability company Contractor certifies that it is not currently delinquent in the payment of any Franchise Taxes due under Chapter 171 of the Texas Tax Code, or that it is exempt from the payment of such taxes, or that it is an out-of-state corporation or limited liability company that is not subject to the Texas Franchise Tax, whichever is applicable.
21. Eligibility Certification: Pursuant to Section 2155.004, Texas Government Code, Contractor certifies that the individual or business entity named in this Agreement is not ineligible to receive the award of or payments under this Agreement and acknowledges that this Agreement may be terminated and payment withheld if this certification is inaccurate.
22. Payment of Debt or Delinquency to the State: Pursuant to Sections 2107.008 and 2252.903, Texas Government Code, Contractor agrees that any payments owing to Contractor under this Agreement may be applied directly toward any debt or delinquency that Contractor owes the State of Texas or any agency of the State of Texas regardless of when it arises, until such debt or delinquency is paid in full.
23. Texas Family Code Child Support Certification: Pursuant to Section 231.006, Texas Family Code, Contractor certifies that it is not ineligible to receive the award of or payments under this Agreement and acknowledges that this Agreement may be terminated and payment may be withheld if this certification is inaccurate.

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24. **Access by Individuals with Disabilities.** Contractor represents and warrants (the "EIR Accessibility Warranty") that the electronic and information resources and all associated information, documentation, and support that it provides to University under the Agreement (collectively, the "EIRs") comply with the applicable requirements set forth in Title 1, Chapter 213 of the *Texas Administrative Code* and Title 1, Chapter 206, Rule §206.70 of the *Texas Administrative Code* (as authorized by Chapter 2054, Subchapter M of the *Texas Government Code*.) To the extent Contractor becomes aware that the EIRs, or any portion thereof, do not comply with the EIR Accessibility Warranty, then Contractor represents and warrants that it will, at no cost to University, either (1) perform all necessary remediation to make the EIRs satisfy the EIR Accessibility Warranty or (2) replace the EIRs with new EIRs that satisfy the EIR Accessibility Warranty. In the event that Contractor fails or is unable to do so, then University may terminate the Agreement and Contractor will refund to University all amounts University has paid under the Agreement within thirty (30) days after the termination date.
25. Work Laws: Contractor shall comply with all labor and employment laws and regulations applicable to Contractor and its employees who will be performing services under this Agreement, including all laws and regulations pertaining to immigration, work status and eligibility (collectively, "Work Laws"). Contractor certifies that Contractor and Contractor's employees who will be performing services under this Agreement are, as of the effective date hereof, lawfully eligible to do so under applicable Work Laws.
26. Export Controls: Contractor shall comply with all applicable laws and regulations pertaining to export controls and the export of controlled technology or data in connection with its activities pursuant to this Agreement, including the Export Control Administration Regulations ("EAR") and the International Traffic in Arms Regulations ("ITAR"). For purposes of this Agreement, "controlled technology or data" means items, commodities, technology, software or information requiring federal agency approval under U.S. government laws and regulations before being exported to restricted foreign countries, persons and/or entities. The EAR and ITAR require U.S. Government approval before University releases controlled technology or data to foreign persons in the United States. In accordance with the foregoing, the following shall apply:
- (A) Contractor shall promptly notify University in the event that Contractor or any of Contractor's employees who will be performing services under this Agreement or have access to University technology or data is a foreign national or is otherwise restricted under U.S. export controls laws from receiving controlled technology or data.
 - (B) If a license is required from any U.S. government agency to release any technology or data to the Contractor or any Contractor employee in connection with the Agreement, University may, at its discretion: (1) restrict Contractor's access to such technology and/or data until a license or other authorization is obtained, (2) narrow the scope of the services to be provided by Contractor under this Agreement, or (3) terminate this Agreement upon notice to Contractor.

Revised 08/29/2019

- (C) In the event that University exercises option (1) or (2) above, the term of the Agreement and scope of work may be adjusted as necessary.
- (D) In the event that University exercises option (1) above, Contractor shall, promptly upon receipt of an invoice from University therefor, reimburse University's costs for obtaining a license or other authorization.
- (E) In no event shall University be liable to Contractor or any of Contractor's employees for exercising any of its rights set forth in this section 23, except for any lawfully permissible payment for services rendered by Contractor in accordance with the terms of this Agreement.
27. Health Insurance Portability and Accountability Act: Notwithstanding anything to the contrary in this Agreement, if applicable to the Scope of Work to be provided by Contractor hereunder, Contractor agrees to treat all individually identifiable health information in accordance with all applicable laws governing the confidentiality and privacy of individually identifiable health information, including without limitation, the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and any regulation and official guidelines promulgated thereunder.
28. Integration: This Agreement supersedes any and all other discussions, negotiations, and representations of any kind and represents the entire agreement of the parties hereinabove mentioned.

THIS AGREEMENT WILL BE IN EFFECT UPON FULL EXECUTION BY BOTH PARTIES. UNIVERSITY WILL NOT BE RESPONSIBLE FOR ANY PAYMENTS FOR SERVICES PERFORMED OR PRODUCTS DELIVERED BY CONTRACTOR PRIOR TO THE EFFECTIVE DATE OF THIS AGREEMENT.

In Witness Whereof, the parties have caused this Agreement to be executed as of the date first set forth above.

CITY OF LOS FRESNOS

THE UNIVERSITY OF TEXAS HEALTH
SCIENCE CENTER AT HOUSTON

By: _____
Signature

Typed Name

Title

Date

By: _____
Signature (Authorized Purchasing Agent)

Typed Name

Title

Date

PO Number

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Resolutions
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3237)

DOC ID: 3237

**Approval or rejection of Resolution 16-2019 adopting the
Investment Policy and Strategies for fiscal year 2019/2020.**

This is the investment policy that we have to approve each year. This is the same as it has been. Our policy protects our funds in a very conservative manner so there is no risk.

I recommend approval.

RESOLUTION NO. 16-2019**A RESOLUTION ADOPTING THE CITY OF LOS FRESNOS, TEXAS INVESTMENT POLICY AND STRATEGIES FOR THE FISCAL YEAR 2019/2020.**

This Resolution was introduced and submitted to the City Council for passage and adoption after this reading. 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	<input type="checkbox"/> For	<input type="checkbox"/> Against	<input type="checkbox"/> Abstained
Mayor Pro-tem Yolanda H. Cruz	<input type="checkbox"/> For	<input type="checkbox"/> Against	<input type="checkbox"/> Abstained
Councilmember Swain Real	<input type="checkbox"/> For	<input type="checkbox"/> Against	<input type="checkbox"/> Abstained
Councilmember James Herrera	<input type="checkbox"/> For	<input type="checkbox"/> Against	<input type="checkbox"/> Abstained
Councilmember Joe Collinsworth	<input type="checkbox"/> For	<input type="checkbox"/> Against	<input type="checkbox"/> Abstained
Councilmember Juan Munoz	<input type="checkbox"/> For	<input type="checkbox"/> Against	<input type="checkbox"/> Abstained

NOW, THEREFORE, BE RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOS FRESNOS, TEXAS:

Section 1. The City of Los Fresnos City Council shall review the investment policy and investment strategies at the beginning of each fiscal year.

Section 2. The attached investment policy and investment strategies plan is hereby adopted.

Passed and Approved this 8th day of October, 2019.

Polo Narvaez, Mayor

ATTEST:

Jacqueline Moya, City Secretary

CITY OF LOS FRESNOS INVESTMENT POLICY AND STRATEGIES PLAN

INTRODUCTION

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Los Fresnos in order to achieve the goals of safety, liquidity, yield and public trust for all investment activity. The City Council of the City of Los Fresnos shall review and adopt, by resolution, its investment strategies and policy not less than annually. The resolution shall include a record of changes made to either the investment policy or strategy. This policy serves to satisfy the statutory requirement (specifically the Public Funds Investment Act, Chapter 2256 of the Government Code) (the “Act”) to define, adopt and review a formal investment strategy and policy.

INVESTMENT STRATEGY

The City of Los Fresnos maintains portfolios, which utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios:

- A. Investment strategies for operating funds and commingled pools containing operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure, which will experience minimal volatility during economic cycles. This may be accomplished by purchasing high quality, short to medium-term securities, which will complement each other in a laddered or barbell maturity structure. The dollar weighed average maturity of 365 days or less will be calculated using the stated final maturity of each security.
- B. Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date.
- C. Investment strategies for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Securities should be of high quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities. Volatility shall be further controlled through the purchased of securities carrying the highest coupon available, within the desired maturity and quality range, without paying a premium, if at all possible.
- D. Investment strategies for special projects or special purpose fund portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 10% in highly liquid

securities to allow for flexibility and unanticipated project outlays. The stated final maturity dates of securities held should not exceed the estimated project completion date.

INVESTMENT POLICY

I. SCOPE

This investment policy applies to all financial assets of the City of Los Fresnos. These funds are accounted for in the City's Comprehensive Annual Financial Report (CAFR) and include:

- General
- Special Revenue Funds
- Debt Service Funds
- Capital Projects Funds
- Proprietary Funds
- All Other Funds

II. OBJECTIVES

The City of Los Fresnos shall manage and invest its cash with four objectives, listed in order of priority: Safety, Liquidity, Yield and Public Trust. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with State and Local law.

The City shall maintain a comprehensive cash management program, which includes collection of accounts receivable, vendor payment in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum yield on short-term investment of pooled idle cash.

Safety

The primary objective of the city's investment activity is the preservation of capital in the overall portfolio. Each investment transaction shall be conducted in a manner to avoid capital losses, whether they are from securities defaults or erosion of market value.

Liquidity

The City's investment portfolio shall be structured such that the City is able to meet all obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets.

Yield

The City's cash management portfolio shall be designated with the objective of regularly exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable to the City's weighted average maturity in days. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment policies.

Public Trust

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction, which might impair public confidence in the City's ability to govern effectively.

III. RESPONSIBILITY AND CONTROL

Investment Committee

An Investment Committee, consisting of the City Manager, the Director of Finance, and a City Council Member chosen by the City Council and the Mayor, shall meet at least quarterly to determine operational strategies and to monitor results. The Investment Committee shall include in its deliberation such topics as: performance reports, economic outlook, portfolio diversification, maturity structure, potential risk to the City's funds, authorized brokers and dealers, and the target rate of return on the investment portfolio.

Delegation of Authority and Training

Authority to manage the City's investment program is derived from a resolution of the City Council. The Director of Finance is designated as investment officer of the City and is responsible for investment decisions and activities. The Director of Finance shall establish written procedures for the operation of the investment programs, consistent with this investment policy. The investment officer shall attend at least one training session relating to the officer's responsibility under the Act within twelve (12) months after assuming duties, and a training session not less than once every two (2) years and receive ten (10) hours of training. Such training from an independent source shall be approved or endorsed by the Government Finance Officers Association of Texas, the Governor's Treasurers Organization of Texas, the Texas Municipal League, or the Texas Council of Governments.

Internal Controls

The Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of control should not exceed the benefit likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Director of Finance shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- A. Control of collusion.
- B. Separation of transaction authority from accounting and record keeping.
- C. Custodial safekeeping.
- D. Avoidance of physical delivery securities.
- E. Clear delegation of authority to subordinate staff members.
- F. Written confirmation for telephone (voice) transactions for investment and wire transfer.
- G. Development of a wire agreement with the depository bank or third party custodian.

Prudence

The standard of prudence to be applied by the investment officer shall be the “prudent investor” rule, which states: “Investment shall be made with judgment and care, under circumstances then prevailing which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable and safety of their capital as well as the probable income to be derived”. In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- A. The investment of all funds, or funds under the City’s control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- B. Whether the investment decision was consistent with the written investment policy of the City.

The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security’s credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest

City staff involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. City staff shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the City and they shall further disclose positions that could be related to the performance of the City’s portfolio. City staff shall subordinate their personal financial transactions to those of the City, particularly with regard to timing of purchase and sales.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement

disclosing that relationship. A statement required under this sub section must be on file with the Texas Ethics Commission and the governing body of the entity.

IV. REPORTING

Quarterly Reporting

The Director of Finance shall submit a signed quarterly investment report that summarizes current market conditions, economic developments and anticipated investment conditions. The report shall summarize investment strategies employed in the most recent quarter, and describe the portfolio in terms of investment securities, maturities, risk characteristics, and shall explain the total investment return for the quarter.

Annual Report

Within sixty (60) days of the end of the fiscal year, the Director of Finance shall present an annual report on the investment program and investment activity. This report may be presented as a component of the fourth quarter report to the City Manager and the City Council.

Methods

The quarterly investment report shall include a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner, which allows the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will be prepared in compliance with generally accepted accounting principles. The report will be provided to the City Manager and City Council. The report will include the following:

- A. A listing of individual securities held at the end of the reporting period. This list will include the name of the fund or pooled fund group for which the individual investment was made.
- B. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period. Market values shall be obtained from financial institutions or portfolio reporting services independent from the broker/dealer from whom the security was purchased.
- C. Additions and changes to the market value during the period.
- D. Fully accrued interest for the reporting period.
- E. Average weighted yield to maturity of portfolio on entity investments as compared to applicable benchmarks.

- F. Listing of investment by maturity date.
- G. The percentage of the total portfolio, which each type of investment represents.
- H. Statement of compliance of the City's investment portfolio with the State law and the investment strategy and policy approved by the City Council.

V. INVESTMENT PORTFOLIO

Active Portfolio Management

The City shall pursue an active versus a passive portfolio management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. The investment officer will routinely monitor the contents of the portfolio, the available market, and the relative value of competing instruments, and will adjust the portfolio accordingly.

Investments

Assets of the City of Los Fresnos may be invested in the following instruments; provided however, that at no time shall assets of the City be invested in any instrument or security not authorized for investment under the Act, as the Act may from time to time be amended. The City is not required to liquidate any investments that were authorized investments at the time of purchase.

1. Authorized
 - A. Obligation of the United States of America, its agencies and instrumentalities, which have a liquid market with a readily determinable market value.
 - B. Direct obligations of the State of Texas and agencies thereof.
 - C. Other obligations, the principal of and interest on which are unconditionally guaranteed by the State of Texas or United State of America.
 - D. Obligations of the States, agencies thereof, Counties, Cities, and other political subdivisions of any state having been rated as investment quality by a nationally recognized investment rating firm, and having received a rating of not less than "A" or its equivalent.
 - E. Certificates of Deposit of the state and national banks domiciled in Texas, guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or secured by obligations described in A through D above, which are

intended to include all direct agency or instrumentality issued mortgage backed securities rate AAA by a nationally recognized rating agency or by Article 2529b-1 V.T.C.S., and that have a market value of not less than the principal amount of the certificates.

- F. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities pledged with a third party, selected by the Director of Finance, other than an agency for the pledgor. Repurchased agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a bank domiciled in Texas. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchased agreement.
- G. Joint pools of political subdivisions in the State of Texas, which invest in instruments and follow practices allowed by current law. Investment in such pools shall be limited to 15% of the City's entire portfolio. A pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.

2. Not Authorized

The City's authorized investment options are more restrictive than those allowed by State law. State law specifically prohibits investment in the following investment securities.

- A. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral any pays no principal.
- B. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- C. Collateralized mortgage obligations that have a stated final maturity date of greater than ten (10) years.
- D. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Holding Period

The City of Los Fresnos intends to match the holding periods of investment funds with liquidity needs of the City. In no case will the average maturity on investment of the City's operating fund exceed one year. The maximum final stated maturity of any investment shall not exceed five (5) years.

Investments in all funds shall be managed in such a way that the market price losses resulting from interest rate volatility would be offset by coupon income and current income received from the volume of the portfolio during a twelve month period.

Risk and Diversification

The City of Los Fresnos recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification, which shall be achieved by the following general guidelines:

- A. Risk of issuer default is controlled by limiting investments to those instruments allowed by the Act, which are described herein.
- B. Risk of market price changes shall be controlled by avoiding over-concentration of assets in a specific maturity sector, limitations of average maturity of operating funds investments to one year, and avoidance of over-concentration of assets in specific instruments other than U.S. Treasury Securities and Insured or Collateralized Certificates of Deposits.
- C. Risk of illiquidity due to technical complications shall be controlled by the selection of securities dealer as described herein.

VI. SELECTION OF BANKS AND DEALERS

Depository

At least every five years, a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). In selecting a depository, the credit worthiness of institutions shall be considered, and the Director of Finance shall conduct a comprehensive review of prospective depository's credit characteristics and financial history.

Certificates of Deposit

Banks seeking to establish eligibility for the City's competitive certificates of deposit purchase program shall submit for review annual financial statements, evidence of federal insurance and other information as required by the Director of Finance.

Securities Dealers

For brokers and dealers of government securities, the City shall select only those dealers reporting to the Market Reports Division of the Federal Reserve Board of New York, also known as the "Primary Government Security Dealers", unless a comprehensive credit and capitalization analysis reveals that other firms are adequately financed to conduct public

business. Investment officials shall not knowingly conduct business with any firm with whom public entities have sustained losses on investments. All securities dealers shall provide the City with references from public entities, which they are currently serving. The Investment Committee shall adopt and annually review a list of qualified brokers authorized to engage in investment transaction with the entity.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following as appropriate:

- Audited financial statements
- Proof of National Association of Securities Dealers (NASD) certification
- Proof of state registration
- Completed broker/dealer questionnaire
- Certification of having read the City's investment policy signed by a qualified representative of the organization
- Acknowledgment that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the City and the organization.

Qualified representative means a person who holds a position with a business organization, who is authorized to act on behalf of the business organization, and who is one of the following:

- A. For a business organization doing business that is regulated by or registered with a securities commission, a person who is registered under the rules of the National Association of Securities Dealers.
- B. For a state or federal bank, a savings bank, or a state or federal credit union, a member of the loan committee for the bank or branch of the bank or a person authorized by corporation resolution to act on behalf of and bind the banking institution; or
- C. For an investment pool, the person authorized by the elected official or board with authority to administer the activities of the investment pool to sign the certification on behalf of the investment pool.

Investment Pool

A thorough investigation of the pool is required prior to investing, and on a continual basis. All investment pools must supply the following information in order to be eligible to receive funds.

- the types of investments in which money is allowed to be invested
- the maximum average dollar-weighted maturity allowed, based on the stated maturity date, of the pool
- the maximum stated maturity date any investment security within the portfolio has
- the objectives of the pool
- the size of the pool

- the names of the members of the advisory board of the pool and the dates their terms expire
- the custodian bank that will safe keep the pool's assets
- whether the intent of the pool is to maintain a net value of one dollar and the risk of market price fluctuation
- whether the only source of payment is the assets of the pool at market value or whether there is a secondary source of payment, such as insurance or guarantees, and a description of the source of payment
- the name and address of the independent auditor of the pool
- the requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool
- the performance history of the pool, including yield, average dollar-weighted maturities, and expense ratios
- a description of interest calculations and how interest is distributed, and how gains and losses are treated.

An annual review of the financial condition and registration of qualified bidders will be conducted by the Director of Finance.

VII. SAFEKEEPING AND CUSTODY

Insurance or Collateral

All deposits and investments of the City funds other than direct purchases of U.S. Treasuries or Agencies shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC or FSLIC. The Director of Finance or a third party financial institution shall maintain evidence of the pledged collateral. Repurchase agreements shall be documented by a specific agreement noting the collateral pledge in each agreement. Collateral shall be reviewed weekly to assure that the market value of the pledged securities is adequate.

Safekeeping Agreement

Collateral pledged to secure deposits of the City shall be held by a safekeeping institution in accordance with a Safekeeping Agreement which clearly defines the procedural steps for gaining access to the collateral should the City of Los Fresnos determine that the City's funds are in jeopardy. The safekeeping institution, or Trustee, shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral. The safekeeping agreement shall include the signatures of the authorized representative of the City of Los Fresnos, the firm pledging the collateral, and the Trustee.

Collateral Defined

The City of Los Fresnos shall accept only the following securities as collateral:

- A. FDIC and FSLIC insurance coverage.
- B. A bond, certificate of indebtedness, or Treasury Note of the United State, or other evidence of indebtedness of the United States that is guaranteed as to principal and interest by the United States.
- C. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
- D. A bond of the State of Texas or of a County, City or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than “A” or its equivalent) by a nationally recognized rating agency with a remaining maturity of ten (10) years or less.

Subject to Audit

All collateral shall be subject to inspection and audit by the Director of Finance or the City’s independent auditors.

Delivery vs Payment

Treasury Bills, Notes, Bonds, Repurchase Agreements and Government Agencies’ securities shall be purchased using the delivery vs payment method. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the Trustee. The security shall be held in the name of the City or held on behalf of the City. The Trustee’s record shall assure the notation of the City’s ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City.

VIII. INVESTMENT POLICY ADOPTION

The City of Los Fresnos investment policy shall be adopted by resolution of the City Council. The policy shall be reviewed for effectiveness on an annual basis by the Investment Committee and any modifications will be recommended for approval to the City Council. The City Council shall review these investment policies and strategies not less than annually.

GLOSSARY OF COMMON TREASURY TERMS

Agencies: Federal agency securities.

Asked: The price at which securities are offered.

Bid: The price offered for securities.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property which the borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Comprehensive Annual Financial Report (CAFR): The official annual report for the City of Los Fresnos. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed statistical section.

Coupon: (A) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (B) A certificate attached to a bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment (DVP): There are two methods of delivery of securities; delivery versus payment and delivery versus receipt (DVR) (also called fee). Delivery versus payment means delivery of securities with an exchange of money for the securities. Delivery versus receipt means delivery of securities with an exchange of a signed receipt for the securities.

Discount: The difference between the cost price of a security and its value and maturity when quoted at lower than face value. A security selling below original offering price shortly after sale is also considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, for example, U.S. Treasury bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, for example, S & L's, small business firms, students, farmers, farm cooperative, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

Federal Funds Rate (the “Fed Rate”): The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks in relation to member commercial banks.

Federal National Mortgage Association (FNMA or Fannie Mae): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United State. Fannie Mae is a private stockholder-owner corporation. The corporation’s purchases include a variety of adjustable mortgages and secondary loans in addition to fixed-rate mortgages. FNMA’s securities are highly liquid and widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of twelve Federal Reserve Bank presidents. The president of the New York Federal Reserve Bank is a permanent member while the other presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of government securities in the open-market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., twelve regional banks, and about 5,700 commercial banks are members of the system.

Government National Mortgage Association (GNMA or Ginnie Mae): Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. The security holder is protected by the full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA, or FHMH mortgages. The term pass-through is often used to describe Ginnie Mae.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable quantities can be purchased at those quotes.

Local Government Investment Pool (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: To protect investors, many public investors will request that repurchase agreements be preceded by a master repurchase agreement between the investor and the financial institution or dealer. The master agreement should define the nature of the transaction, identify the relationship between the parties, establish normal practices regarding ownership and custody of the collateral securities during the term of the investment, provide remedies in the case of default by either party, and clarify issues of ownership. The master repurchase agreement protects the investor by eliminating the uncertainty of ownership and hence, allows investors to liquidate collateral if a bank or dealer defaults during the term of the agreement.

Maturity: The date on which the principal or stated value of an investment becomes due and payable.

Money Market: The market on which the principal or stated value of an investment becomes due and payable.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy pool.

Portfolio: Collection of securities held by the investor.

Primary Dealer: A primary dealer is made up of a group of government securities dealers that submits daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and is subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks and a few unregulated firms.

Prudent Person Rule: An investment standard. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Qualified Public Depositories: A financial institution that does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, and that has segregated for the benefit of the Public Deposit Protection Commission eligible collateral having a value of not less than its maximum liability and which has been approved by the commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security “buyer” in effect lends the “seller” money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank’s vaults for protection.

SEC Rule 15C3-1: See uniform net capital rule.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities and Exchange Commission (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Treasury Bills (SEC): A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bond: Long-term U.S. Treasury securities having initial maturities of more than ten (10) years.

Treasury Notes: Intermediate-term, coupon bearing U.S. Treasury securities having initial maturities from one (1) to ten (10) years.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as non-member broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Yield: The rate of annual income return on an investment, expressed as a percentage. (A) **Income Yield** is obtained by dividing the current dollar income by the current market price of the security. (B) **Net Yield** or **Yield to Maturity** is the current yield minus any premium above par.

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Grant
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3249)

DOC ID: 3249 A

**Consideration and ACTION to allow the library to apply for a
Library Technology Academy Grant with the Texas State
Library and Archives Commission.**

This is a technology grant for staff done through the Texas State Library and Archives Commission for education of training. The amount of the grant would be a maximum of \$11,000 and 10 libraries will be chosen. Angie would like for that to be Los Fresnos. Angie continues to push the Library to be the best it can be and provide a tremendous service to our residents.

I recommend approval.



TEXAS STATE LIBRARY
AND
ARCHIVES COMMISSION

Notice of Funding Opportunity

State Fiscal Year (SFY) 2020



Library Technology Academy Program Guidelines

Application Due Date:
October 20, 2019

Library Development & Networking Division
September 2019

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**Comments regarding the programs and services of the
Texas State Library and Archives Commission can be addressed to:
Director and Librarian**

P. O. Box 12927 ♦ Austin, Texas 78711-2927
512-463-5460 ♦ 512-463-5436 fax

A. Program Description

The Library Technology Academy is a project from the Texas State Library and Archives Commission (TSLAC) to educate and prepare public library staff to be strategic managers of their library's technology. This project-based training grant will use both online and in-person learning experiences to enable library staff more time, guidance, and individualized attention to support technology planning and management. Each library will build on what they've learned through the training by designing and implementing a technology project supported by a reimbursement grant of up to \$11,000 per library.

Goals and Purposes

The purpose of the Library Technology Academy grant is to provide an in-depth learning opportunity for small and rural public library staff to acquire, develop, and implement the skills and tools needed to manage library technology strategically.

Library Technology Academy Participants will:

Part One: Training (in-person and online) – December 2019 – March 2020

- Learn strategies, processes, and tools for managing library technology through an in-person and online training program.
- Collect information about their respective library's technology and usage to create a library technology inventory.
- Design a library technology plan that is in line with the library's mission and vision using the technology inventory.

Part Two: Project Development – April 2020 – August 2020

- Formulate a project that is in line with their library's mission and vision and addresses a need revealed through their library technology plan.
- Application development and submission for activities taking place in SFY2021

Part Three: Project Implementation – September 2020 – August 2021

- Implement the project using strategies, processes and tools learned through the program. Resources used in pilot will be reimbursed through awarded TSLAC grant funds.
- Update their library technology plan to reflect changes implemented from their technology project.
- Report on and assess the project at its conclusion to measure the impact and learn where improvements can be made.

Requirements

- Selected libraries will send two participants per library to attend the in-person Library Technology Academy training in Austin, Texas. At least one representative should be a full-time, paid staff member (director, assistant director or manager). The other participant may be another library staff member (full or part-time of the same library) or a city/county I.T. person, board member, volunteer, or community partner of the same library. **Attendees who are *not* paid by the library, cannot be reimbursed for travel; however, they are still encouraged to participate as part of the grant.**
- Participants will dedicate approximately 15 percent of their time during the grant period to complete project deliverables.

Before the in-person training, participants will:

- Complete the Edge Assessment, a free online technology assessment available to all accredited Texas libraries through TSLAC, at least one month prior to the in-person training. If the participant's library has taken Edge within the last twelve months, the library does not have to retake it.
- Participate in a welcome and orientation webinar to go over program logistics and expectations.
- Notify TSLAC as soon as possible if a selected participant is unavailable to attend the training or becomes ineligible to attend (e.g., accepts a different position within the library or leaves employment at the library), and request approval for a different qualified participant to attend.
- Execute a contract with TSLAC through the library's governing authority to receive up to \$11,000 in reimbursement funds to implement an approved project informed by library management strategies and best practices as outlined in the Library Technology Academy training.

During Online Training, participants will:

- Dedicate up to four (4) hours per week for eight (8) weeks to participate in the synchronous online training
- Submit assignments and materials on time and be an active and engaged participant of the online course.
- Submit a library technology inventory at the conclusion of the online course.

After In-Person and Online Training, participants will:

- Develop a library technology plan for their library
- Develop a library technology project and submit application for activities
- Encumber up to \$11,000 for materials or services to be purchased in support of implementing the library technology project
- Fully implement the library technology project
- Receive in-person site visits from TSLAC staff and receive personalized guidance from vendor to discuss library technology project
- Report on expenditures in accordance with the requirements and timeline provided by TSLAC
- Revise initial Library Technology Plan, post project implementation
- Present final library technology plan to the library's governing authority by the end of the grant period
- Share training experience through webinar, blog post, panel session or other format to colleagues in the profession at the end of the grant period

B. Award Information

Approximately \$110,000 is expected to be available for the Library Technology Academy grants, subject to approval by the TSLAC governing board and the availability of funds. Funding is provided by the federal Institute of Museum and Library Services (IMLS) as a subaward of IMLS' Grants to States Program under the Library Services and Technology Act.

The ten (10) libraries chosen to participate in the Library Technology Academy program will receive a one-time, federally funded sub-award of up to \$11,000 to reimburse for the following:

Part One: Training (SFY 2020 — September 1, 2019 – August 31, 2020)

- A stipend to cover the costs of travel for participants currently paid by the library to attend the in-person training in Austin, TX. Participants will receive a stipend if they are currently employed by the library, e.g. (director, assistant director or manager) and (full or part-time staff of the same library) or a city/county I.T. person. While board members, volunteers, or community partners of the same library are encouraged to participate, as non-employees of the library, they will not be reimbursed for travel expenses. The travel stipend will not exceed \$1,000 for both attendees

Federal Award Identification Number (FAIN): LS-00-19-0044-19

Catalog of Federal Domestic Assistance (CFDA) Number: 45.310

Length of Funding: Funding will be for expenses incurred in SFY 2020 to attend the training.

Part Two: Final Proposal Submission (SFY 2020 — September 1, 2019 – August 31, 2020)

- Proposal review and consultative help from the trainer.
- Application submission for program implementation taking place in SFY 2021.

Part Three: Program Implementation (SFY 2021 — September 1, 2020-August 31, 2021)

- Materials and services purchased to implement a project informed by library management strategies and best practices as outlined in the Library Technology Academy training. Participants will create and submit a separate plan application for approval.
- A one-time, federally funded sub-award up to \$10,000 to implement the proposed project in SFY 2021 upon approval. Funds will be disbursed on a reimbursement basis.

Federal Award Identification Number (FAIN): To Be Announced

Catalog of Federal Domestic Assistance (CFDA) Number: 45.310 Grants to States

- Length of Funding: Funding will be for one state fiscal year (September 1, 2020-August 31, 2021)

C. Eligibility Information

Eligibility to apply for Library Technology Academy participation requires the following:

- Through their governing authority, accredited public libraries are eligible to apply for funds. Public library applicants must be accredited by TSLAC for the fiscal year in which the training is held and when the grant is implemented.
- Applicants work in or assist a library in a community with a population of 30,000 or less.
- There is no requirement for cost sharing, matching funds or cost participation with this grant program.

Please call or email Cindy Fisher with any questions regarding eligibility at 1-800-252-9386 or cfisher@tsl.texas.gov.

Eligible Expenses

Part One – Training

This grant program will award a stipend to cover transportation costs. A stipend to cover the costs of travel for participants currently paid by the library to attend the in-person training in Austin, TX. Participants will receive a stipend if they are currently employed by the library, e.g. (director, assistant director or manager) and (full or part-time staff of the same library) or a city/county I.T. person. While board members, volunteers, or community partners of the same library are encouraged to participate, as non-employees of the library, they will not be reimbursed for travel expenses. The travel stipend will not exceed \$1,000 for both attendees.

Transportation costs may include lodging, meals, mileage, parking, airfare, car rental, parking and taxi or shuttle expenses.

This program will NOT fund the following costs:

- a. Transportation/travel for non-grant funded personnel
- b. Purchase of alcohol
- c. Tips
- d. Tax on shared meals if you are traveling with a companion
- e. Meal at your home airport

Part Two – Final Proposal Submission

No program expenses will be funded during this portion of the program.

Part Three – Program Implementation

The subsequent grant to support the resulting project in SFY 2021 may fund costs for staff, equipment**, capital expenditures, supplies, professional services and other typical operating expenses, as permitted by 13 TAC §2.116 (Uniform Grants Management Standards). The grant may also cover indirect costs as permitted in 2 CFR 200.

The purpose of this grant is *not* for collection development or other activities primarily focused on the acquisition of library materials or resources, or digitization projects, except as noted in the grant guidelines.

**** Equipment costing \$5,000 or more per unit will require approval from IMLS before purchase.**

Ineligible Expenses

This grant program will NOT fund the following costs:

- a. Building construction, renovation, or repair, including fixtures and services.
- b. Food, beverages, or food delivery equipment or services.
- c. Awards, honoraria, prizes or gifts.
- d. Equipment or technology not specifically needed to carry out the goals of the grant.
- e. Transportation/travel for participants or non-grant funded personnel, except as stated in Section A.
- f. Databases currently offered or similar to ones offered by the agency (i.e., a magazine index database may not be purchased if a comparable one is provided by the agency).
- g. Collection development purchases not targeted directly to the grant goals nor integral to the service program.
- h. Advertising or public relations costs not directly related to promoting awareness of grant-funded activities.
- i. Performers or presenters whose purpose is to entertain rather than to educate.
- j. Other expenses as excluded in the guidelines.

D. Application and Submission Information

TSLAC strongly encourages potential applicants to review the following webinar to learn more about the competitive grant programs and process

[Applying for TSLAC Competitive Grants: What You Need to Know for FY 2020](#) —Jan. 23, 2019

Application Assistance and Project Review

TSLAC consultants are available to help throughout application development. For more information, contact Cindy Fisher, Library Technology Academy Coordinator, at 1-800-252-9386 or 512-463-4855, or by email at cfisher@tsl.texas.gov.

Grant Management System (GMS) Access

TSLAC uses a grant management system (GMS) that enables applicants to apply for grants electronically through a web portal at <https://grants.tsl.texas.gov>. Applications and required documents must be submitted in GMS by the due date in order to be eligible for consideration.

To submit your application online, you must have an active GMS account. To create or activate an account, please have your director send an email requesting access with your name and contact information to grants@tsl.texas.gov. The email should reference "GMS Access" in the subject line. TSLAC staff will review the request and grant appropriate access.

Applicants may request paper copies of materials if necessary due to difficulty using the Internet or other accessibility reasons from Cindy Fisher, Library Technology Academy Coordinator, at 1-800 252-9386 or 512-463-4855, via email at cfisher@tsl.texas.gov.

Application Components

The grant application consists of the following components to be **submitted in GMS** (unless noted):

1. Proposal narrative.
2. Application certification form signed by a governing authority. Print out from GMS, get signatures, then upload in GMS.
3. Children's Internet Protection Act (CIPA) Form. Print from GMS, sign, then upload in GMS.
4. Letter(s) of support of participation by governing authority.

Other requirements

Before submitting an application, the applicant organization must have a current and active D-U-N-S Number and SAM.gov (System for Award Management) registration. Check your materials and registrations well in advance of the application deadline to ensure that they are accurate, current and active.

If your D-U-N-S and SAM registrations are not active and current at the time of submission, your proposal will be rejected; if they are not active and current at the time of an award, your proposal cannot be funded.

Information on how to obtain a D-U-N-S number may be found on Dun & Bradstreet website (fedgov.dnb.com/webform) or by calling Dun & Bradstreet, toll-free, at 1-866-705-5711. Information regarding SAM registration may be found at www.sam.gov. Obtaining a D-U-N-S number and registering in SAM.gov is free.

Who can submit the online application?

Any individual authorized to use GMS and having the correct security role will be able to submit the application in GMS. Applicants will still be required to submit the signed application certification in GMS. The application certification must be signed by an individual authorized to enter into contracts with the State of Texas (e.g., county judge, city manager, etc.).

Deadline and Submission

Completed applications and all required documents must be submitted in GMS by **11:59 p.m. Central Standard Time, Friday, Oct. 18, 2019.**

Late submissions may be considered for review on a case-by-case basis following the TSLAC protest procedures as outlined in Section F (13 TAC §2.55) and decision by the Director and Librarian.

Program Timeline

Sept. 16, 2019	Guidelines released; application opens.
Oct. 18, 2019	Applications and required forms due in GMS.
Oct. 22-24, 2019	Application packets evaluated by TSLAC Review Panel.
Nov. 12, 2019	Applicants notified of Review Panel recommendations.
Nov. 28, 2019	Part 1 of Project begins: Training
Dec. 9-10, 2019	In-person Tech Academy Training (Austin, TX)
Jan. 2020 – March 2020	Online Tech Academy Training
April 2020 – Aug. 2020	Part 2 of Project begins: Project development
August 1, 2020	Project Grant proposals due in GMS
Sept. 1, 2020	Part 3 of Project implementation begins.
Aug. 31, 2021	Projects end.

E. Application Review Information

Criteria for Award

Acceptance into the training program is competitive. The Review Panel will score proposals on the criteria listed below (13 TAC §2.912). The maximum number of points for each category is shown.

The detailed scoring rubric that will be used by the Library Technology Academy Review Panel is provided on the following pages.

1. Needs Assessment (30 points)

Provide details about the community (audience) you serve:

- Include information about your population and demographics.
- Describe any unique needs your library is meeting or striving to meet for the community. Provide details on how participation in the Library Technology Academy will better equip you to meet those goals.
- Describe the current mission and strategic plan for your library.

2. Improvement (30 points)

Describe your library's current approach to managing library technology:

- Include how purchases, upgrades, and strategic decisions are made concerning the library's technology.
- Describe how the library obtains funding for technology, including any grants or partnerships that add to the library's annual budget.
- Describe how participation in this project will enhance or improve your library's ability to make strategic decisions concerning library technology.

3. Sustainability (20 points)

Provide details about the support you have to participate in this project and to sustain the project's goals:

- Describe the support you will have from your organization for your participation in the Library Technology Academy program as well as outside support from local partners and community members.
- Include information about additional partnerships and/or funding sources that could be utilized for continued support in the future.

Describe the support you will have from your organization to implement strategies learned from the Library Technology Academy after the conclusion of the grant cycle.

4. Personnel (20 points)

Describe who will attend Library Technology Academy:

- Include their qualifications to perform these duties
- Include time they will spend fulfilling duties associated with this project for the length of the grant period.

Scoring Rubric

Project Scoring Total in Eleven Areas: 100 points

Relevance and appropriateness of the project design and activities to the goals and purpose of the Impact grant program will be considered in the scoring of all criteria. Members of the Grant Review Panel may score each criterion as follows:

- 0-1 points:** Project does not meet the goals and purposes of the Library Technology Academy grant program
- 2-3 points:** Project partially meets the goals and purposes of the Library Technology Academy grant program.
- 4-5 points:** Project is a clear fit for the goals and purposes of the Library Technology Academy grant program

1. Needs Assessment (Points: Raw score = 5 max, weight = 6; Final score = 30 max)

The purpose of this grant is to educate and prepare library staff to be strategic managers of their library's technology. This grant will provide funding for training on strategic management of technology in libraries and to assist with each library's individual implementation of a technology project based on the training.

Applicant describes audience demographics, population and unique need. Applicants describe how the program training and funding provided will allow them to better serve community need. Applicant demonstrates ways in which the Library Technology Academy aligns with the mission and strategic plan of their library.

0-1 points	2-3 points	4-5 points
<ul style="list-style-type: none"> Audience for the program is not clearly defined. Applicant provides no information on community need. Applicant demonstrates ways in which the Library Technology Academy aligns with the mission and strategic plan of the library. 	<ul style="list-style-type: none"> Audience for the program is defined but demand is not clearly demonstrated. Applicant provides partial/some information on community need with no specific examples. Applicant provides partial/some information on program alignment with library mission and/or strategic plan. 	<ul style="list-style-type: none"> Audience is defined with specific examples and statistics indicating need. Applicant provides detailed information and/or examples about ways in which the program will meet community need. Applicant provides clear and convincing evidence of program alignment with library mission and/or strategic plan.

2. Improvement (Points: Raw score = 5 max, weight = 6; Final score = 30 max)

Applicants describe their current approach to managing library technology. Applicants describe how the library obtains funding for technology, including any grants or partnerships that add to the library's annual budget. Applicant describes how the Library Technology Academy will enhance or improve their library's ability to make strategic library technology decisions.

0-1 points	2-3 points	4-5 points
<ul style="list-style-type: none"> Current approach to managing library technology is not clearly described. No description of how library obtains funding for technology. No description of how program would improve the library's ability to make strategic 	<ul style="list-style-type: none"> Current approach to managing library technology is partially described but without specific examples. Partial or incomplete description how library obtains funding for technology is partially described Partial or incomplete description of how program would improve 	<ul style="list-style-type: none"> Current approach to managing library technology is thoroughly described using specific examples. Thorough description of how library obtains funding for technology, including grants or partnerships. Makes a thorough case for how program would help improve the

decisions regarding the library's technology.	the library's ability to make strategic decisions regarding the library's technology.	library's ability to make strategic decisions regarding the library's technology.
3. Sustainability (Points: Raw score = 5 max, weight = 4; Final score = 20 max)		
Applicant describes level of organizational support for participation in the Library Technology Academy program. Applicant provides information about additional partnerships or funding sources that could be utilized for continued support at the end of the funding period. Applicant describes level of organizational support to implement strategies learned from the Library Technology Academy at the end of the grant cycle.		
0-1 points	2-3 points	4-5 points
<ul style="list-style-type: none"> • No information about organizational support for program participation. • Vague or no description of potential funding sources to assist library after grant period has ended. • No description of organizational support to implement learned program strategies. 	<ul style="list-style-type: none"> • Partial or incomplete information about organizational support for program participation. • Potential funding sources to assist after the grant has conclude are addressed but without specific examples. • Partial or incomplete information about organizational support to implement learned program strategies. 	<ul style="list-style-type: none"> • In depth explanation of the level of organizational support available for library's participation in the program. • Potential funding sources are addressed with specific examples. • Thorough description of how organizational support for implementing learned program strategies.
4. Personnel (Points: Raw score = 5 max, weight = 4; Final score = 20 max)		
Applicant describes who will attend Library Technology Academy, their qualifications to perform duties associated with the program, and the time they will spend fulfilling duties associated with this project for the length of the grant period.		
0-1 points	2-3 points	4-5 points
<ul style="list-style-type: none"> • No description of key personnel and their qualifications to perform these duties. • No description of time spent on project by each staff member. 	<ul style="list-style-type: none"> • Some description of key personnel and their qualifications. • Time spent on project by each staff member only partially identified and justified. 	<ul style="list-style-type: none"> • Describes qualifications of key personnel in detail, including experience with similar projects, and how each will contribute to the project's success. • Time spent on project by each staff member identified and justified.

Funding Decisions (13 TAC §2.114)

- The agency staff will submit a recommended priority-ranked list of applicants for possible funding. Final approval of a grant award is solely at the determination of the TSLAC governing board.
- Applications for grant funding will be evaluated only upon the information provided in the written application.
- The agency staff may negotiate with selected applicants to determine the terms of the award. To receive an award, the applicant must accept any additional or special terms and conditions listed in the grant contract and any changes in the grant application.
- The agency staff will notify unsuccessful applicants in writing.

Awarding of Grants (13 TAC §2.115)

The TSLAC governing board has the right to reject applications or cancel or modify a grant solicitation at any point before a contract is signed. The award of any grant is subject to the availability of funds.

TSLAC Staff Responsibility (13 TAC §2.117)

TSLAC staff will review each application packet for the following:

- Legal eligibility of the institution to participate in this grant program and appropriate authorizing signature.
- Conformance to the federal and state regulations pertaining to grants.
- Submission of all required forms.
- Compliance with submission procedures and deadlines.

Applications with significant errors, omissions or eligibility issues will not be rated. Applications in which the project design and activities are not relevant and appropriate to the purpose of the grant program will be ineligible.

Decision Making Process (13 TAC §2.118)

To be considered eligible for funding by the TSLAC governing board, any application must receive a minimum adjusted mean score of more than 60 percent of the maximum points available. To reduce the impact of scores that are exceedingly high or low, or otherwise outside the range of scores from other reviewers, agency staff will tabulate the panel's work using calculations such as an adjusted mean score.

- (1) Applications will be ranked in priority order by score for consideration by TSLAC governing board.
- (2) If insufficient funds remain to fully fund the next application, the staff will negotiate a reduced grant with the next ranked applicant. *(Not applicable to this grant opportunity)*
- (3) If the panel recommends funding an application that, for legal, fiscal, or other reasons, is unacceptable to the staff, a contrary recommendation will be made. The applicant will be informed of this situation prior to presentation to the TSLAC governing board and may negotiate a revision to the application. A positive recommendation to the TSLAC governing board will be contingent upon successfully completing these negotiations prior to the commission meeting.
- (4) If the panel is unable to produce a set of recommendations for funding, the agency staff will use the same evaluation procedures to develop recommendations to the TSLAC governing board.

F. Award Administration Information

Notice of Award

Applicants will be notified of funding decisions via email. The notification will include an award letter and protest procedures, which are also included in this notice. Once the awards have been awarded, successful applicants will receive instructions on how to proceed.

Protest Procedure — Texas State Library and Archives Commission, 13 TAC §2.55

- (a) An aggrieved person who is not satisfied with a decision, procedure, or service received from the staff of the Texas State Library and Archives Commission or who is an actual or prospective bidder, grantee, or contractor aggrieved in connection with a solicitation, evaluation, or award may file a protest with the Director and Librarian in accordance with this rule.
- (b) A protest must be submitted to the Director and Librarian within 21 days after the person knows or should have known of the matter which is protested. The Director and Librarian has the discretion to allow a protest filed after 21 days if the protestant shows good cause for the late filing or if the protest raises an issue significant to the general policies and procedures of the commission.
- (c) The protestant shall mail or deliver a copy of the protest to all interested persons. The Director and Librarian will furnish a list of interested persons to a protestant. For protests of a competitive selection (bid, contract or grant), interested persons shall include all persons who have submitted a bid, proposal or application.
- (d) A protest must be in writing and identified as a protest under this section, and contain the following:
 - (1) A description of the protestants interest in the matter .
 - (2) The issue(s) to be resolved and remedy(s) requested.
 - (3) The protestants argument supporting the protest, including a statement of relevant facts and applicable law, specifying the statutes, rules, or other legal authority alleged to have been violated.
 - (4) The protestant's affirmation that facts set forth in the protest are true.
 - (5) A certification that a copy of the protest has been mailed or delivered to all interested persons.
- (e) Upon receipt of a protest conforming to the requirements of this section, the commission shall not proceed with the solicitation, award, or contract until the protest is resolved, unless the Director and Librarian makes a written determination that delay would harm the substantial interests of the state.
- (f) The Director and Librarian has the authority to decide, settle, or resolve the protest and will make a written determination. The Director and Librarian may solicit written responses to the protest from other parties. The Director and Librarian shall inform the protesting party and other interested parties by letter of his determination, and how to appeal the determination to the commission.
- (g) An interested party may appeal the determination of the Director and Librarian. An appeal must be in writing and conform to paragraphs (1) - (3) of this subsection:
 - (1) The appeal must be received in the office of the Director and Librarian no later than 15 days after the date the determination is mailed to interested parties;
 - (2) A copy of the appeal must be mailed or delivered by the appealing party to all interested parties and contain a certification of mailing or delivery;
 - (3) The appealing party must state whether or not an opportunity is requested to make an oral presentation to the commission in open meeting.
- (h) The Director and Librarian shall refer the matter to TSLAC governing board for their consideration at an open meeting.

- (i) The chair of the TSLAC governing board has the discretion to allow an appeal filed more than 15 days after the Director and Librarians determination if the appealing party shows good cause for the late filing or if the appeal raises an issue significant to the general policies or procedures of the TSLAC governing board.
- (j) An interested party may file a response to an appeal of the determination of the Director and Librarian no later than seven days after the appeal is mailed or delivered.
- (k) Copies of the appeal and responses of interested parties, if any, shall be mailed to the TSLAC governing board by the Director and Librarian.
- (l) The chair of the TSLAC governing board has the discretion to decide whether or not a request for oral presentations will be granted and will set the order and amount of time for oral presentations that are allowed. The chair also has the discretion to decide whether presentations and written documents presented by TSLAC staff and interested parties will be allowed.
- (m) The TSLAC governing board will determine properly filed appeals and make its decision in open meeting. TSLAC governing board shall vote to uphold or reverse the decision of the Director and Librarian. Failing a majority vote of a quorum of the commission, the Director and Librarian's decision is upheld. The TSLAC governing board's decision is final and not subject to judicial review under the statutes governing the governing board.
- (n) A decision issued either by TSLAC governing board in open meeting or in writing by the Director and Librarian shall be the final administrative action of the commission.
- (o) Documentation concerning a protest of a competitive selection is part of TSLAC governing board's records series for that selection and is retained in accordance with its approved records retention schedule.

Policy Requirements

TSLAC competitive grant recipients are subject to the State of Texas Uniform Grant Management Standards (UGMS) (<https://www.comptroller.texas.gov/purchasing/docs/ugms.pdf>) and federal Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (also known as the Supercircular). (<https://federalregister.gov/a/2013-30465>).

Reporting

Grantees must submit financial and performance reports at scheduled intervals throughout the reporting period as will be outlined in the grant contract. Reports will be submitted electronically through TSLAC's GMS.

G. Contacts

TSLAC staff members are available during regular business hours (8 a.m.-5 p.m., Central) to assist with competitive grants.

Cindy Fisher, Digital Inclusion Consultant, Program Coordinator
 512-463-4855, 800-252-9386 (toll free)
 Fax: 512-936-2306
 Email: cfisher@tsl.texas.gov

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Proclamation
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3236)

DOC ID: 3236 A

Approval or rejection of a Proclamation declaring November 4-8, 2019 as Municipal Court Week.

Our Municipal Court is one of the best. We have excellent procedures and staff that all come together to have a great Municipal Court. It starts with our procedures and oversight by Jacqueline Moya on the actual court side of things and Pablo Garza on the finance side of things. Our court staff of Esmer Macias, Esther Bruce and now Cassandra Ibarra provides daily work on the details and specifics of our court as well as Javier Garcia as the baliff and working warrants. We have a long tenured, very consistent Judge, Gene Daniels that does a tremendous job. Our Prosecuting Attorney, Enrique Juarez is able to work though the court process to assure the city is protected while at the same time respecting the violators. All of these folks along with John Guevara with Linebarger Goggan Blair and Sampson, LLC which collects old tickets for us, represent the city well and help make our Court one of the finest in the state.

I recommend approval.

**CITY OF LOS FRESNOS
PROCLAMATION**

**MUNICIPAL COURT WEEK
NOVEMBER 4 – 8, 2019**

WHEREAS, the Municipal Court of the City of Los Fresnos, a time honored and vital part of local government, has existed since May 1, 1956.

WHEREAS, more people, citizens and non-citizens alike, come in personal contact with municipal courts than all other Texas courts combined, and

WHEREAS, public impression of the entire Texas judicial system is largely dependent upon the public's experience in municipal court, and

WHEREAS, Municipal Judges and court support personnel have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and conform to the standards set by the Canons of Judicial Conduct.

WHEREAS, the Municipal Courts serve as the local justice center for the enforcement of local ordinances and fine-only state offenses that protect the peace and dignity of our community.

WHEREAS, the Municipal Judges and Clerks continually strive to improve the administration of justice through participation in judicial education programs, seminars, workshops and the annual meetings of their state and local professional organizations,

WHEREAS, it is most appropriate that we recognize the accomplishments of the 916 Texas Municipal Courts, and salute their critical role in preserving public safety, protecting the quality of life in Texas communities and deterring future criminal behavior,

THEREFORE, I Polo Narvaez, Mayor of the City of Los Fresnos, do recognize the week of November 4 – 8, 2019 as **MUNICIPAL COURT WEEK**, and further extend appreciation to City of Los Fresnos' Municipal Judge and court support personnel for the vital services they perform and their exemplary dedication to our community. I call upon all residents of the City of Los Fresnos to join with the City in recognizing the vital service they perform and their exemplary dedication to the community they represent.

Signed this day 8th day of October, 2019.

Polo Narvaez, Mayor

ATTEST:

Jacqueline Moya, City Secretary

Attachment: Proclamation on Municipal Court Week (3236 : Proclamation)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3218)

DOC ID: 3218 A

Consideration and ACTION to approve or reject any or all proposals received for group health insurance, group life insurance and supplemental insurance.

Health Insurance includes the first attachment of 6 pages:

Insurance continues to be changing all the time. For the first time Los Fresnos does not qualify as a small group under 50. We now are considered a medium size group with 51 full time employees. On never knows if this is good or not but in our case it turned out good. On page 1 of the attachment it shows in column 3 the current benefit provided by the city. It is G653CHC which has a \$1,500 deductible, 80% coinsurance with annual coinsurance limit of \$4,000 per individual or \$12,000 per family. This is a cost to the city of \$572.18 per employee. The city also allowed employees to "buy up" the plan for an additional \$104.93 that the employee paid for to get a better plan which is show on the first page in column 2, P620CHC which has a \$250 deductible, 80% coinsurance with annual coinsurance limit of \$1,250 per person or \$3,750 per family. The renewal for the same coverage would be an 11% increase or almost \$40,000 per year. Under the medium group, Tammi with Greer Insurance was able to get some options that will be much better.

The new options are seen on page 3.

Option 1 would be the second column with MTBCP1133 that has a \$500 deductible per individual, \$1,500 family, 100% coinsurance with \$1,500 per individual or \$4,500 family. This would be a better plan than the city provides now at a cost of \$485.72 per employee saving the city \$86.46 per employee and \$52,913.52 annually.

Option 2 would be the third column with MTBCP2163 that has a \$1,000 deductible per individual, \$3,000 family, 100% coinsurance with a \$3,000 per individual or \$9,000 family. This would be a little better plan than the city provides now at a cost of \$454.69 per employee saving the city \$117.49 or \$71,903.88 annually. If we went with this plan, Option 2, I recommend allowing those employees that wish to "buy up" to Option 1 and the employee would pay the difference in the cost.

Option 3 would be the fourth column with MTBCP3193 that has a \$1,500 deductible per individual, \$4,500 family, 100% coinsurance with a \$4,500 per individual or \$13,500 family. This would be a worse plan than the city provides now at a cost of \$438.79 per employee saving the city \$133.39 or \$81,634.68 annually. I don't feel this plan should be considered since it is a worse plan that we have ever provided and Options 1 and 2 save the city money and provide a good plan for employees.

These first 2 pages are with Blue Cross Blue Shield. Page 3 shows the Humana rates, page 4 and page 5 shows the United HealthCare rates and page 6 shows the Aetna rates with all of those higher than the Blue Cross Blue Shield rates.

I recommend approval of Option 1 Plan MTBCP1133 for Health Insurance.

Life Insurance includes the second attachment with 2 pages:

Principal is the current provider of \$20,000 life insurance the city pays for each employee. Their current rate is \$224.64 per month or \$2,695.68 annually. They are proposing a rate increase making Dearborn National Life the low bidder of \$223.56 per month or \$2,682.72 annually, saving \$12.96.

I recommend approval of Dearborn National Life for Life Insurance (they are Blue Cross/Blue Shield).

Dental & Vision Insurance includes the third attachment with 2 pages:

Both dental and vision insurance are paid entirely by the employee. The city does not pay any of this cost.

Currently Guardian is the dental insurance carrier for a monthly cost of \$881.02 or \$10,572.24 annually. Principal has the lowest monthly bid at \$875.49 or \$10,505.88 annually for a savings of \$66.36 per year. This would be a savings directly to each employee. Blue Cross Blue Shield has a monthly cost of \$1,065.89 or \$12,790.68 which is \$2,284.80 more annually.

Currently Guardian is the vision insurance carrier for a monthly cost of \$271.39 or \$3,256.68. Principal has the lowest monthly bid at \$270.13 or \$3,241.56 annually for a savings of \$15.12 per year. This would be a savings directly to each employee. Blue Cross Blue Shield has a monthly cost of \$380.42 or \$4,565.04 which is \$1,323.48 more annually.

Blue Cross Blue Shield offers both dental and vision insurance at a little higher rate but if we accept it all as a package, we qualify for up to 2% savings on our Health Insurance. The savings of 2% on the Health Insurance on Option 1 above would be \$5,942.52 less the difference of the \$2,284.80 for the higher dental cost and \$1,323.48 for the higher vision cost still resulting in a reduction of \$2,334.24 annually that would be realized by the city. However, the employee would pay \$22.91 per month for dental instead of \$19.20 per month, an increase of \$3.71 per month or \$44.52 annually. Also, the employee would pay \$8.25 per month for vision instead of \$6.23 per month, an increase of \$2.02 per month or \$24.24 annually.

If Health Insurance is approved for either Option 1 or Option 2, I recommend going with Blue Cross Blue Shield for dental and vision insurance since both are better plans than employees currently have and will off set the higher cost for the dental and vision insurance the employees have to pay.

If Health Insurance is approved for Option 3, I recommend going with Principal for dental and vision insurance since the employee will have worse insurance than they now have, so they shouldn't have to also pay more for dental and vision insurance.

The City of Los Fresnos

Carrier: Plan Type: Network:	BCBS PPO BlueChoice	BCBS PPO BlueChoice	BCBS PPO BlueChoice	BCBS PPO BlueChoice
IN-NETWORK BENEFITS	Current: P620CHC	Current: G653CHC	Renewal: P620CHC	Renewal: G653CHC
Deductible - Calendar Year	\$250 (3 per family)	\$1500 (3 per family)	\$250 (3 per family)	\$1500 (3 per family)
Coinsurance	80%	80%	80%	80%
Annual Coinsurance Limit-Single/Family	\$1250/\$3750	\$4000/\$12000	\$1250/\$3750	\$4000/\$12000
Annual Out-of-Pocket Maximum Single/Family	\$1250/\$3750	\$4000/\$12000	\$1250/\$3750	\$4000/\$12000
Office Visit Copay	\$25 PCP \$45 Specialist	\$30 PCP \$50 Specialist	\$25 PCP \$45 Specialist	\$30 PCP \$50 Specialist
Professional Services: IN-PATIENT <small>also includes: surgery, anesthesia, x-ray, lab and imaging</small>	80% after Deductible Plus \$150 Copay per Visit	80% after Deductible	80% after Deductible Plus \$150 Copay per Visit	80% after Deductible
Preventive Care <small>Babies/Children: exam, immunization and necessary lab work</small>	100%	100%	100%	100%
<small>Adults: routine pap smears & mammograms for women and routine PSA's for men</small>	100%	100%	100%	100%
Maternity	Included	Included	Included	Included
Home Health Care Services	80% after Deductible (60 visits)	80% after Deductible (60 visits)	80% after Deductible (60 visits)	80% after Deductible (60 visits)
Emergency Room Care <small>If applicable no ER Copay if confined</small>	80% after \$300 Copay	80% after \$400 Copay	80% after \$300 Copay	80% after \$400 Copay
Prescription Drug Benefit	\$0/\$10/\$35/\$75/\$150/\$250 <small>Non-Pref: \$10/\$20/\$55/\$95/\$150/\$250</small>	\$0/\$10/\$50/\$100/\$150/\$250 <small>Non-Pref: \$10/\$20/\$70/\$120/\$150/\$250</small>	\$0/\$10/\$35/\$75/\$150/\$250 <small>Non-Pref: \$10/\$20/\$55/\$95/\$150/\$250</small>	\$0/\$10/\$50/\$100/\$150/\$250 <small>Non-Pref: \$10/\$20/\$70/\$120/\$150/\$250</small>
Serious Mental Illness ☆Required for Public Entities ☆	Included	Included	Included	Included
OUT OF NETWORK BENEFITS	Current: P620CHC	Current: G653CHC	Renewal: P620CHC	Renewal: G653CHC
Deductible - Calendar Year	\$500 (3 per family)	\$3000 (3 per family)	\$500 (3 per family)	\$3000 (3 per family)
Coinsurance	60%	60%	60%	60%
Annual Coinsurance Limit-Single/Family	\$2500/\$7500	\$8000/\$24000	\$2500/\$7500	\$8000/\$24000
Professional Services: IN-PATIENT <small>also includes: surgery, anesthesia, x-ray, lab and imaging</small>	60% after Deductible	60% after Deductible	60% after Deductible	60% after Deductible
Lifetime Maximum	Unlimited	Unlimited	Unlimited	Unlimited
COST OF INSURANCE	Current: P620CHC	Current: G653CHC	Renewal: P620CHC	Renewal: G653CHC
EO: Employee Only	\$677.11	\$572.18	\$747.27	\$637.16
ES: Employee+Spouse	\$677.11+\$677.11=\$1354.22	\$572.18+\$572.17=\$1144.35	\$747.27+\$747.28=\$1494.55	\$637.16+\$637.16=\$1274.32
EC: Employee + Child(ren)	\$677.11+\$677.11=\$1354.22	\$572.18+\$572.17=\$1144.35	\$747.27+\$747.28=\$1494.55	\$637.16+\$637.16=\$1274.32
EF: Employee + Family	\$677.11+\$1354.22=\$2031.33	\$572.18+\$1144.35=\$1716.53	\$747.27+\$1494.55=\$2241.82	\$637.16+\$1274.32=\$1911.48
Principal Life Ins Benefit <small>Cost for Entire Group - Life renews 12/1/19</small>	\$20,000 \$221.99	\$20,000 \$249.61	\$20,000 \$249.61	\$20,000 \$249.61
TOTAL GROUP EMPLOYEE COST	\$4,062.66	\$26,892.46	\$4,483.62	\$29,946.52
TOTAL DEPENDENT COST	\$0.00	\$1,144.34	\$0.00	\$1,274.32
TOTAL GROUP COST	\$4,062.66	\$28,036.80	\$4,483.62	\$31,220.84
54 FT: EO=51, EC=2, Waiver=1	\$32,099.46		\$35,704.46	

54 FT: EO=51, EC=2, Waiver=1

11% Rate Increase

Attachment: HEALTH INSURANCE 2019 2020 (3218 : Group Health Insurance)

The City of Los Fresnos

Carrier: Plan Type: Network:	BCBS PPO BlueChoice MTBCP1133	BCBS PPO BlueChoice MTBCP2163	BCBS PPO BlueChoice MTBCP3193
IN-NETWORK BENEFITS			
Deductible - Calendar Year	\$500 Ind/\$1500 Fam	\$1000 Ind/\$3000 Fam	\$1500 Ind/\$4500 Fam
Coinsurance	100%	100%	100%
Annual Coinsurance Limit-Single/Family	\$1500/\$4500	\$3000/\$9000	\$4500/\$13,500
Annual Out-of-Pocket Maximum Single/Family	\$1500/\$4500	\$3000/\$9000	\$4500/\$13,500
Office Visit Copay	\$30 PCP \$60 Specialist	\$30 PCP \$60 Specialist	\$30 PCP \$60 Specialist
Professional Services: IN-PATIENT <i>also includes: surgery, anesthesia, x-ray, lab and imaging</i>	100% after Deductible	100% after Deductible	100% after Deductible
Preventive Care <i>Babies/Children: exam, immunization and necessary lab work</i>	100%	100%	100%
Adults : routine pap smears & mammograms for women and routine PSA's for men	100%	100%	100%
Maternity	Included	Included	Included
Home Health Care Services	100% after Deductible (60 visits)	100% after Deductible (60 visits)	100% after Deductible (60 visits)
Emergency Room Care <i>If applicable no ER Copay if confined</i>	\$500 Copay per Visit	\$500 Copay per Visit	\$500 Copay per Visit
Prescription Drug Benefit	\$0/\$10/\$50/\$100/\$150/\$250 Non-Pref: \$10/\$20/\$70/\$120/\$150/\$250	\$0/\$10/\$50/\$100/\$150/\$250 Non-Pref: \$10/\$20/\$70/\$120/\$150/\$250	\$0/\$10/\$50/\$100/\$150/\$250 Non-Pref: \$10/\$20/\$70/\$120/\$150/\$250
Serious Mental Illness ★ <i>Required for Public Entities</i> ★	Included	Included	Included
OUT OF NETWORK BENEFITS			
Deductible - Calendar Year	\$10000 Ind/\$20000 Fam	\$10000 Ind/\$20000 Fam	\$10000 Ind/\$20000 Fam
Coinsurance	50%	50%	50%
Annual Coinsurance Limit-Single/Family	Unlimited	Unlimited	Unlimited
Professional Services: IN-PATIENT <i>also includes: surgery, anesthesia, x-ray, lab and imaging</i>	50% after Deductible	50% after Deductible	50% after Deductible
Lifetime Maximum	Unlimited	Unlimited	Unlimited
COST OF INSURANCE	MTBCP1133	MTBCP2163	MTBCP3193
EO: Employee Only	\$485.72	\$454.69	\$438.79
ES: Employee+Spouse	\$485.72+\$542.44=\$1028.16	\$454.69+\$507.80=\$962.49	\$438.79+\$490.04=\$928.83
EC: Employee + Child(ren)	\$485.72+\$540.11=\$1025.83	\$454.69+\$505.61=\$960.30	\$438.79+\$487.93=\$926.72
EF: Employee + Family	\$485.72+\$1082.56=\$1568.28	\$454.69+\$1013.41=\$1468.10	\$438.79+\$977.68=\$1416.77
Principal Life Ins Benefit - \$4.16/ee <i>Cost for Entire Group - Life renews 12/1/19</i>	\$20,000 \$249.61	\$20,000 \$249.61	\$20,000 \$249.61
TOTAL GROUP EMPLOYEE COST	\$25,992.77	\$24,348.18	\$23,505.48
TOTAL DEPENDENT COST	\$1,080.22	\$1,011.22	\$975.86
TOTAL GROUP COST	\$27,072.99	\$25,359.40	\$24,481.34

54 FT: EO=51, EC=2, Waiver=1

Attachment: HEALTH INSURANCE 2019 2020 (3218 : Group Health Insurance)

The City of Los Fresnos

Carrier: Plan Type: Network:	Humana PPO CHC	Humana PPO CHC	Humana PPO CHC
IN-NETWORK BENEFITS	TX PPO 16 Copy OPT 34	TX PPO 16 Copay OPT 38	TX PPO 16 Copay OPT 39
Deductible - Calendar Year	\$500 Ind/\$1000 Fam	\$1500 Ind/\$3000 Fam	\$1500 Ind/\$3000 Fam
Coinsurance	80%	80%	80%
Annual Coinsurance Limit-Single/Family	\$4000/\$8000	\$3000/\$6000	\$4000/\$8000
Annual Out-of-Pocket Maximum Single/Family	\$4000/\$8000	\$3000/\$6000	\$4000/\$8000
Office Visit Copay	\$25 Copay \$40 Specialist	\$20 Copay \$35 Specialist	\$30 Copay \$45 Specialist
Professional Services: IN-PATIENT <i>also includes: surgery, anesthesia, x-ray, lab and imaging</i>	80% after Deductible	80% after Deductible	80% after Deductible
Preventive Care <i>Babies/Children: exam, immunization and necessary lab work</i>	100%	100%	100%
<i>Adults: routine pap smears & mammograms for women and routine PSA's for men</i>	100%	100%	100%
Maternity	Included	Included	Included
Home Health Care Services <i>limited to 12-15 visits per year</i>	80% after Deductible (100 visits)	80% after Deductible (100 visits)	80% after Deductible (100 visits)
Emergency Room Care <i>If applicable no ER Copay if confined</i>	\$350 Copay per Visit	\$350 Copay per Visit	\$350 Copay per Visit
Prescription Drug Benefit	\$10/\$30/\$50/25%	\$10/\$35/\$55/25%	\$10/\$40/\$70/25%
Serious Mental Illness ☆Required for Public Entities ☆	Included	Included	Included
OUT OF NETWORK BENEFITS	TX PPO 16 Copy OPT 34	TX PPO 16 Copay OPT 38	TX PPO 16 Copay OPT 39
Deductible - Calendar Year	\$1500 Ind/\$3000 Fam	\$4500 Ind/\$9000 Fam	\$4500 Ind/\$9000 Fam
Coinsurance	50%	50%	50%
Annual Coinsurance Limit-Single/Family	\$12000/\$24000	\$9000/\$18000	\$12000/\$24000
Professional Services: IN-PATIENT <i>also includes: surgery, anesthesia, x-ray, lab and imaging</i>	50% after Deductible	50% after Deductible	50% after Deductible
Lifetime Maximum	Unlimited	Unlimited	Unlimited
COST OF INSURANCE	TX PPO 16 Copy OPT 34	TX PPO 16 Copay OPT 38	TX PPO 16 Copay OPT 39
EO: Employee Only	\$652.73	\$636.79	\$598.86
ES: Employee+Spouse	\$652.73+\$783.26=\$1435.99	\$636.79+\$764.16=\$1400.95	\$598.86+\$718.63=\$1317.49
EC: Employee + Child(ren)	\$652.73+\$587.45=\$1240.18	\$636.79+\$573.12=\$1209.91	\$598.86+\$538.97=\$1137.83
EF: Employee + Family	\$652.73+\$1435.98=\$2088.71	\$636.79+\$1400.95=\$2037.74	\$598.86+\$1317.50=\$1916.36
Life Insurance Benefit <i>Cost for Entire Group</i>	\$20,000 \$313.20	\$20,000 \$313.20	\$20,000 \$313.20
TOTAL GROUP EMPLOYEE COST	\$34,907.89	\$34,063.07	\$32,052.78
TOTAL DEPENDENT COST	\$1,174.90	\$1,146.24	\$1,077.94
TOTAL GROUP COST	\$36,082.79	\$35,209.31	\$33,130.72

54 FT: EO=51, EC=2, Waiver=1

Plus \$25 Monthly Admin Fee

Plus \$25 Monthly Admin Fee

Plus \$25 Monthly Admin Fee

Attachment: HEALTH INSURANCE 2019 2020 (3218 : Group Health Insurance)

United HealthCare - PREMIER Benefit Options

City of Los Fresnos

Carrier: Plan Type: Network:	United HealthCare PPO - Premier Choice Plus	United HealthCare PPO - Premier Choice Plus	United HealthCare PPO - Premier Choice Plus	United HealthCare PPO - Premier Choice Plus	United HealthCare PPO - Premier Choice Plus
IN-NETWORK BENEFITS	BCX3 w/IIU	BCX4 w/IIU	BCYD w/IIU	BCYT w/IIU	BCYE w/IIU
Deductible - Calendar Year	\$250 Ind/\$500 Fam 100%	\$500 Ind/\$1000 Fam 100%	\$1000 Ind/\$2000 Fam 80%	\$1000 Ind/\$2000 Fam 70%	\$1500 Ind/\$1000 Fam 80%
Coinurance	\$1750/\$3500 \$1750/\$3500	\$2000/\$4000 \$2000/\$4000	\$4000/\$8000 \$4000/\$8000	\$4000/\$8000 \$4000/\$8000	\$5000/\$10000 \$5000/\$10000
Annual Coinurance Limit-Single/Family	\$20 Copay \$20/\$40 Specialist (Child less than 19: \$0 Copay) Virtual Visits: \$0 Copay Lab & Xray at 100%	\$25 Copay \$25/\$50 Specialist (Child less than 19: \$0 Copay) Virtual Visits: \$0 Copay Lab & Xray at 100%	\$25 Copay \$25/\$50 Specialist (Child less than 19: \$0 Copay) Virtual Visits: \$0 Copay Lab & Xray at 100%	\$25 Copay \$25/\$50 Specialist (Child less than 19: \$0 Copay) Virtual Visits: \$0 Copay Lab & Xray at 100%	\$25 PCP \$25/\$50 Specialist (Child less than 19: \$0 Copay) Virtual Visits: \$0 Copay Lab & Xray at 100%
Office Visit Copay	100% after Deductible	100% after Deductible	80% after Deductible	70% after Deductible	80% after Deductible
Professional Services: IN-PATIENT also includes: surgery, anesthesia, x-ray, lab and imaging	100%	100%	100%	100%	100%
Preventive Care Babies/Children: exam, immunization and necessary lab work	Included	Included	Included	Included	Included
Adults : routine pap smears & mammograms for women and routine PSA's for men	100%	100%	100%	100%	100%
Maternity	100% after Deductible (60 visits)	100% after Deductible (60 visits)	80% after Deductible (60 visits)	70% after Deductible (60 visits)	80% after Deductible (60 visits)
Home Health Care Services	\$300 Copay per Visit	\$300 Copay per Visit	80% after \$250 Copay	70% after \$250 Copay	80% after Deductible Plus \$250 Copay per Visit
Emergency Room Care If applicable no ER Copay If confined	\$15 / \$40 / \$75	\$15 / \$40 / \$75	\$15 / \$40 / \$75	\$15 / \$40 / \$75	\$15 / \$40 / \$75
Prescription Drug Benefit	Included	Included	Included	Included	Included
Serious Mental Illness * Required for Public Entities *	Included	Included	Included	Included	Included
OUT-OF-NETWORK BENEFITS					
Deductible - Calendar Year	\$5000 Ind/\$10000 Fam 70%	\$5000 Ind/\$10000 Fam 70%	\$5000 Ind/\$10000 Fam 50%	\$5000 Ind/\$10000 Fam 50%	\$5000 Ind/\$10000 Fam 50%
Coinurance	\$10000/\$20000	\$10000/\$20000	\$10000/\$20000	\$10000/\$20000	\$10000/\$20000
Annual Coinurance Limit-Single/Family	70% after Deductible	70% after Deductible	50% after Deductible	50% after Deductible	50% after Deductible
Professional Services: IN-PATIENT also includes: surgery, anesthesia, x-ray, lab and imaging	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Lifetime Maximum	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
COST OF INSURANCE	BCX3 w/IIU	BCX4 w/IIU	BCYD w/IIU	BCYT w/IIU	BCYE w/IIU
EO: Employee Only	\$724.05	\$699.68	\$604.12	\$591.56	\$579.52
ES: Employee+Spouse	\$724.05+\$1028.15=\$1752.20	\$699.68+\$993.55=\$1693.23	\$604.12+\$857.85=\$1461.97	\$591.56+\$840.02=\$1431.58	\$579.52+\$822.92=\$1402.44
EC: Employee + Child(ren)	\$724.05+\$566.48=\$1310.53	\$699.68+\$566.74=\$1266.42	\$604.12+\$489.34=\$1093.46	\$591.56+\$479.16=\$1070.72	\$579.52+\$469.41=\$1048.93
EF: Employee + Family	\$724.05+\$1687.04=\$2411.09	\$699.68+\$1630.25=\$2329.93	\$604.12+\$1407.60=\$2011.72	\$591.56+\$1378.33=\$1969.89	\$579.52+\$1350.28=\$1929.80
Life Insurance Benefit Cost for Entire Group	\$20,000 \$223.23	\$20,000 \$223.23	\$20,000 \$223.23	\$20,000 \$223.23	\$20,000 \$223.23
TOTAL GROUP EMPLOYEE COST	\$38,597.88	\$37,306.27	\$32,241.59	\$31,575.91	\$30,937.79
TOTAL DEPENDENT COST	\$1,172.96	\$1,133.48	\$978.68	\$958.32	\$938.82
TOTAL GROUP COST	\$39,770.84	\$38,439.75	\$33,220.27	\$32,534.23	\$31,876.61

34 FT: EO=51, EC=2, Waiver=1

Attachment: HEALTH INSURANCE 2019 2020 (3218 : Group Health Insurance)

1.E.2.a

425-7

The City of Los Fresnos

Carrier: Plan Type: Network:	United HealthCare PPO - Proformance Choice Plus	United HealthCare PPO - Proformance Choice Plus
IN-NETWORK BENEFITS	AXKJ w/IU	AXKN w/IU
Deductible - Calendar Year	\$1000 Ind/\$2000 Fam	\$1000 Ind/\$2000 Fam
Coinurance	80%	80%
Annual Coinsurance Limit-Single/Family	\$7150/\$14300	\$7150/\$14300
Annual Coinsurance Limit-Single/Family	\$7150/\$14300	\$7150/\$14300
Office Visit Copay	\$10 PCP \$40/\$80 Specialist <i>(Child less than 19: \$0 Copay)</i> Virtual Visits: \$0 Copay Lab & XRay: \$40 Copay	\$15 PCP \$50/\$100 Specialist <i>(Child less than 19: \$0 Copay)</i> Virtual Visits: \$0 Copay Lab & XRay: Ded+20%
Professional Services: IN-PATIENT <i>also includes: surgery, anesthesia, x-ray, lab and imaging</i>	80% after Deductible (\$500 - Imaging)	80% after Deductible
Preventive Care <i>Babies/Children: exam, immunization and necessary lab work</i>	100%	100%
<i>Adults: routine pap smears & mammograms for women and routine PSA's for men</i>	100%	100%
Maternity	Included	Included
Home Health Care Services	80% after Deductible (60 visits)	80% after Deductible (60 visits)
Emergency Room Care <i>If applicable no ER Copay if confined</i>	80% after Deductible Plus \$300 Copay per Visit	80% after Deductible Plus \$300 Copay per Visit
Prescription Drug Benefit	\$15 / \$40 / \$75	\$15 / \$40 / \$75
Serious Mental Illness ★ <i>Required for Public Entities</i> ★	Included	Included
OUT OF NETWORK BENEFITS		
Deductible - Calendar Year	\$5000 Ind/\$10000 Fam	\$5000 Ind/\$10000 Fam
Coinurance	50%	50%
Annual Coinsurance Limit-Single/Family	\$10000/\$20000	\$10000/\$20000
Professional Services: IN-PATIENT <i>also includes: surgery, anesthesia, x-ray, lab and imaging</i>	50% after Deductible	50% after Deductible
Lifetime Maximum	Unlimited	Unlimited
COST OF INSURANCE	AXKJ w/IU	AXKN w/IU
EO: Employee Only	\$547.00	\$526.66
ES: Employee+Spouse	\$547.00+\$776.74=\$1323.74	\$526.66+\$747.86=\$1274.52
EC: Employee + Child(ren)	\$547.00+\$443.07=\$990.07	\$526.66+\$426.59=\$953.25
EF: Employee + Family	\$547.00+\$1274.51=\$1821.51	\$526.66+\$1227.12=\$1753.78
Life Insurance Benefit <i>Cost for Entire Group</i>	\$20,000 \$223.23	\$20,000 \$223.23
TOTAL GROUP EMPLOYEE COST	\$29,214.23	\$28,136.21
TOTAL DEPENDENT COST	\$886.14	\$853.18
TOTAL GROUP COST	\$30,100.37	\$28,989.39

54 FT: EO=51, EC=2, Waiver=1

Attachment: HEALTH INSURANCE 2019 2020 (3218 : Group Health Insurance)

Aetna Insurance Company - Benefit Options

City of Los Fresnos

Carrier: Plan Type: Network:	Aetna PPO Aetna	Aetna PPO Aetna	Aetna PPO Aetna
IN-NETWORK BENEFITS	OMAC 500 80/50	OMAC 1000 100/70	OMAC 1500 80/50
Deductible - Calendar Year	\$500 Ind/\$1000 Fam	\$1000 Ind/\$2000 Fam	\$1500 Ind/\$3000 Fam
Coinsurance	80%	100%	80%
Annual Coinsurance Limit-Single/Family	\$1500/\$3000	\$2500/\$5000	\$5000/\$10000
Annual Out-of-Pocket Maximum Single/Family	\$1500/\$3000	\$2500/\$5000	\$5000/\$10000
Office Visit Copay	\$25 Copay \$50 Specialist <i>Lab & XRay: Ded+Coins</i>	\$25 Copay \$50 Specialist <i>Lab/XRay: \$25/\$50</i>	\$30 Copay \$50 Specialist <i>Lab/XRay: \$25/\$50</i>
Professional Services: IN-PATIENT <i>also includes: surgery, anesthesia, x-ray, lab and imaging</i>	80% after Deductible	100% after Deductible	80% after Deductible
Preventive Care <i>Babies/Children: exam, immunization and necessary lab work</i>	100%	100%	100%
Adults : routine pap smears & mammograms <i>for women and routine PSA's for men</i>	100%	100%	100%
Maternity	Included	Included	Included
Home Health Care Services	80% after Deductible	80% after Deductible	80% after Deductible
Emergency Room Care <i>If applicable no ER Copay if confined</i>	80% after \$500 Copay	\$500 Copay	80% after \$500 Copay
Prescription Drug Benefit	\$10/\$35/\$70/\$150/\$300	\$10/\$35/\$70/\$150/\$300	\$10/\$35/\$70/\$150/\$300
Serious Mental Illness ☆Required for Public Entities ☆	Included	Included	Included
OUT OF NETWORK BENEFITS	OMAC 500 80/50	OMAC 1000 100/70	OMAC 1500 80/50
Deductible - Calendar Year	\$2000 Ind/\$6000 Fam	\$2500 Ind/\$7500 Fam	\$3000 Ind/\$9000 Fam
Coinsurance	50%	70%	50%
Annual Coinsurance Limit-Single/Family	\$6000/\$18000	\$5000/\$15000	\$10000/\$30000
Professional Services: IN-PATIENT <i>also includes: surgery, anesthesia, x-ray, lab and imaging</i>	50% after Deductible	70% after Deductible	50% after Deductible
Lifetime Maximum	Unlimited	Unlimited	Unlimited
COST OF INSURANCE	OMAC 500 80/50	OMAC 1000 100/70	OMAC 1500 80/50
EO: Employee Only	\$570.92	\$607.51	\$505.43
ES: Employee+Spouse	\$570.92+\$869.16=\$1440.08	\$607.51+\$924.86=\$1532.37	\$505.43+\$769.45=\$1274.88
EC: Employee + Child(ren)	\$570.92+\$576.42=\$1147.34	\$607.51+\$613.37=\$1220.88	\$505.43+\$510.30=\$1015.73
EF: Employee + Family	\$570.92+\$1408.78=\$1979.70	\$607.51+\$1499.07=\$2106.58	\$505.43+\$1247.17=\$1752.60
Life Insurance Benefit <i>Cost for Entire Group</i>	\$20,000	\$20,000	\$20,000
TOTAL GROUP EMPLOYEE COST	\$30,258.76	\$32,198.03	\$26,787.79
TOTAL DEPENDENT COST	\$1,152.84	\$1,226.74	\$1,020.60
TOTAL GROUP COST	\$31,411.60	\$33,424.77	\$27,808.39

54 FT: EO=51, EC=2, Waiver=1

Attachment: HEALTH INSURANCE 2019 2020 (3218 : Group Health Insurance)

Life Insurance - **Current/Renewal**

The City of Los Fresnos

Principal - Life Only (with Buy-Up)

Benefit Amt: \$20,000					
		Current		Renewal	
Life		\$0.186	\$191.16	\$0.213	\$230.04
AD&D		\$0.031	\$33.48	\$0.031	\$33.48
Cost for Entire Group		\$224.64		\$263.52	

Based on 54 ee's

Attachment: LIFE INS 2019 2020 (3218 : Group Health Insurance)

Life Insurance - Options

The City of Los Fresnos

Dearborn National - Life

Benefit Amt: \$20,000	
Life \$0.176	\$190.08
AD&D \$0.031	\$33.48
Cost for Entire Group	\$223.56

Based on 54 ee's

Guardian - Life

Benefit Amt: \$20,000	
Life \$0.210	\$226.80
AD&D \$0.030	\$32.40
Cost for Entire Group	\$253.92

Based on 54 ee's

United HealthCare - Life

Benefit Amt: \$20,000	
Life & AD&D: \$0.210	\$226.80
Cost for Entire Group	\$226.80

Based on 54 ee's

Attachment: LIFE INS 2019 2020 (3218 : Group Health Insurance)

Guardian - Current/Renewal

Voluntary Dental and Vision

City of Los Fresnos

Voluntary Dental		NAP	VALUE
Deductible - Calendar Year <i>{Waived for Preventive Services}</i>		\$50 (3 per family)	
Preventative: <i>(deductible waived)</i>		100%	100%
Basic:		80%	100%
Major:		50%	60%
Annual Maximum:			\$1,000
Dental Premium:			
EO: Employee Only		Current	Renewal
ES: Employee+Spouse		\$19.32	\$22.02
EC: Employee+Child(ren)		\$19.32+\$19.90=\$39.22	\$22.02+\$22.69=\$44.71
EF: Employee+Family		\$19.32+\$27.02=\$46.34	\$22.02+\$30.81=\$52.83
		\$19.32+\$51.06=\$70.38	\$22.02+\$58.21=\$80.23
TOTAL GROUP EMPLOYEE COST		\$618.24	\$704.64
TOTAL DEPENDENT COST		\$262.78	\$299.61
TOTAL GROUP COST		\$881.02	\$1,004.25

Based on: EO=23, ES=4, EC=3, EF=2

Voluntary - Vision		Network:	Guardian Vision	
EO: Employee Only			Current	Renewal
ES: Employee+Spouse			\$6.26	\$6.26
EC: Employee+Child(ren)			\$6.26+\$4.27=\$10.53	\$6.26+\$4.27=\$10.53
EF: Employee+Family			\$6.26+\$4.48=\$10.74	\$6.26+\$4.48=\$10.74
			\$6.26+\$10.74=\$17.00	\$6.26+\$10.74=\$17.00
TOTAL GROUP EMPLOYEE COST			\$200.32	200.32
TOTAL DEPENDENT COST			\$71.07	\$71.07
TOTAL GROUP COST			\$271.39	\$271.39

Based on 32 Employees: EO=20, ES=7, EC=2, EF=3

0%
Change

Principal / MetLife / Blue Cross Blue Shield - Options Voluntary Dental and Vision

City of Los Fresnos

Principal

Voluntary Dental		Value	Plus
Deductible - Calendar Year <i>(Waived for Preventive Services)</i>		\$50 (3 per family)	
Preventative: <i>(deductible waived)</i>		100%	100%
Basic:		80%	100%
Major:		50%	60%
Annual Maximum:		\$1,000	
Dental Premium:			
EO: Employee Only		\$19.20	
ES: Employee+Spouse		\$19.20+\$19.77=\$38.97	
EC: Employee+Child(ren)		\$19.20+\$26.85=\$46.05	
EF: Employee+Family		\$19.20+\$50.73=\$69.93	
TOTAL GROUP EMPLOYEE COST		\$614.40	
TOTAL DEPENDENT COST		\$261.09	
TOTAL GROUP COST		\$875.49	

Based on: EO=23, ES=4, EC=3, EF=2

MetLife

Voluntary Dental		Value	Plus
Deductible - Calendar Year <i>(Waived for Preventive Services)</i>		\$50 (3 per family)	
Preventative: <i>(deductible waived)</i>		100%	100%
Basic:		80%	80%
Major:		50%	50%
Annual Maximum:		\$1,000	
Dental Premium:			
EO: Employee Only		\$25.55	
ES: Employee+Spouse		\$25.55+\$25.32=\$50.87	
EC: Employee+Child(ren)		\$25.55+\$30.30=\$55.85	
EF: Employee+Family		\$25.55+\$61.23=\$86.78	
TOTAL GROUP EMPLOYEE COST		\$817.60	
TOTAL DEPENDENT COST		\$314.64	
TOTAL GROUP COST		\$1,132.24	

Based on: EO=23, ES=4, EC=3, EF=2

Blue Cross Blue Shield

Voluntary Dental		Value	Plus
Deductible - Calendar Year <i>(Waived for Preventive Services)</i>		\$50 (3 per family)	
Preventative: <i>(deductible waived)</i>		100%	100%
Basic:		80%	80%
Major:		50%	50%
Annual Maximum:		\$1,000	
Dental Premium:			
EO: Employee Only		\$22.91	
ES: Employee+Spouse		\$22.91+\$22.93=\$45.84	
EC: Employee+Child(ren)		\$22.91+\$35.75=\$58.66	
EF: Employee+Family		\$22.91+\$66.90=\$89.81	
TOTAL GROUP EMPLOYEE COST		\$733.12	
TOTAL DEPENDENT COST		\$332.77	
TOTAL GROUP COST		\$1,065.89	

Based on: EO=23, ES=4, EC=3, EF=2

Voluntary - Vision		Network:	VSP
EO: Employee Only			\$6.23
ES: Employee+Spouse			\$6.23 + \$4.25 = \$10.48
EC: Employee+Child(ren)			\$6.23 + \$4.46 = \$10.69
EF: Employee+Family			\$6.23 + \$10.70 = \$16.93
TOTAL GROUP EMPLOYEE COST			\$199.36
TOTAL DEPENDENT COST			\$70.77
TOTAL GROUP COST			\$270.13

Based on 32 Employees: EO=20, ES=7, EC=2, EF=3

Voluntary - Vision		Network:	MetLife
EO: Employee Only			\$6.09
ES: Employee+Spouse			\$6.09 + \$6.11 = \$12.20
EC: Employee+Child(ren)			\$6.09 + \$4.24 = \$10.33
EF: Employee+Family			\$6.09 + \$10.95 = \$17.04
TOTAL GROUP EMPLOYEE COST			\$194.88
TOTAL DEPENDENT COST			\$84.10
TOTAL GROUP COST			\$278.98

Based on 32 Employees: EO=20, ES=7, EC=2, EF=3

Voluntary - Vision		Network:	EyeMed
EO: Employee Only			\$8.25
ES: Employee+Spouse			\$8.25+\$7.42=\$15.67
EC: Employee+Child(ren)			\$8.25+\$8.24=\$16.49
EF: Employee+Family			\$8.25+\$16.00=\$24.25
TOTAL GROUP EMPLOYEE COST			\$264.00
TOTAL DEPENDENT COST			\$116.42
TOTAL GROUP COST			\$380.42

Based on 32 Employees: EO=20, ES=7, EC=2, EF=3

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3217)

DOC ID: 3217 A

Consideration and ACTION to approve an agent for health insurance.

Greer & Associates has been our agent for many years and we would like them to continue. They have done and continue to do a great job helping the city and our employees with insurance needs.

I recommend approval.

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3220)

DOC ID: 3220 A

Consideration and ACTION to approve new Garbage Rates.

Republic Services increases prices to us for garbage service annually depending on the consumer price index and indicators of increases in costs through the year. If you recall we capped this at 4% which is advantageous to us at times. This year the increase was 3.72%. With this rate increase the profit for carts service will drop from \$2.04 to \$1.37. We charge customers \$20. I propose to keep that rate the same but want to accent that in the near future we will have no option but to increase the rate. However due to the larger rates on dumpsters, we need to raise the amount by 3.72%. I calculated the rates just passing the cost increase on to the business. The city will not make any more than before. The rates and computations are listed on the attachment.

I recommend approval.



PO Drawer 1217 La Feria, TX 78559
o 956.423.7316 f 956.428.2045 republicservices.com

1.E.4.a

September 1, 2019

Mark W. Milum, City Manager
City of Los Fresnos
200 North Brazil Street
Los Fresnos, TX 78566

Reference: 2019 Rate Increase Correction

Dear Mr. Milum,

In accordance with the City of Los Fresnos and Republic Services Contract for Solid Waste and Disposal Services Section 13.02 - Modification To Rates Section (a) effective October 1, 2019 fees will be adjusted as listed below.

2019-2020 CPI Calculation

Description	Water/Sewer/ Trash
2018	231.964
2019	240.586
Index Change	8.622
Net %Change	3.72%
Effective Change @ 100%	3.72%
Combined Rate Increase	3.72%

CPI Cap 4%

Residential Rates 2019-2020

Item	Description	Rates
1	Residential Service once/week	\$ 12.20
2	Extra Cart	\$ 6.99
3	Small Commercial once/week - 1 Cart	\$ 12.20
4	Small Commercial once/week - Extra Cart	\$ 6.99
5	Brush Service once/month	\$ 6.37
6	Tires	\$ 0.06

Commercial Rates 2019-2020

Container Size	1 x wk	2 x wk	3 x wk	4 x wk	5 x wk	6 x wk
2 cubic yard	\$ 71.20	\$ 133.51	\$ 197.08	\$ 253.02	\$ 311.52	\$ 375.09
3 cubic yard	\$ 85.19	\$ 164.02	\$ 236.49	\$ 308.98	\$ 380.19	\$ 452.65
4 cubic yard	\$ 99.18	\$ 179.28	\$ 272.11	\$ 364.92	\$ 445.03	\$ 525.13
6 cubic yard	\$ 151.31	\$ 270.83	\$ 390.36	\$ 509.88	\$ 629.39	\$ 748.92
8 cubic yard	\$ 166.57	\$ 301.35	\$ 436.12	\$ 570.92	\$ 705.68	\$ 840.46
30 cubic yard	Haul Rate	\$ 240.64	Tonnage Rate	\$ 36.05	Rental Rate	\$ 6.17

If you have any questions please contact me at 800-423-7316.

We Truly Appreciate Your Business!

Omar Rodriguez
Municipal Services Manager
Republic Services

Attachment: Garbage Pricing Comparisons Cost 2019 (00000003) (3220 : Garbage Rates)

GARBAGE RATES
10/1/2019

	Current Cost to City	Current Charge to Customer	Profit	New Charge to City	Proposed Charge to Customer	Profit
Residential Cart Service	17.96	20.00	2.04	18.63	20.00	1.37
Residential Extra Cart	6.74	14.00	7.26	6.99	14.00	7.01
Commercial Cart Service	17.96	20.00	2.04	18.63	20.00	1.37
Commercial Extra Cart	6.74	14.00	7.26	6.99	14.00	7.01
Cart Replacement	75.00	75.00	-	75.00	75.00	-
Casters	7.00	7.00	-	7.00	7.00	-
Lock Mechanism	5.00	5.00	-	5.00	5.00	-
2 Yard - 1 Time	74.79	94.79	20.00	77.57	97.57	20.00
2 Yard - 2 Times	134.86	154.86	20.00	139.88	159.88	20.00
2 Yard - 3 Times	196.15	216.15	20.00	203.45	223.45	20.00
2 Yard - 4 Times	250.09	270.09	20.00	259.39	279.39	20.00
2 Yard - 5 Times	306.49	326.49	20.00	317.89	337.89	20.00
2 Yard - 6 Times	367.78	387.78	20.00	381.46	401.46	20.00
2 Yard - Additional	45.00	65.00	20.00	45.00	65.00	20.00
3 Yard - 1 Time	88.27	108.27	20.00	91.56	111.56	20.00
3 Yard - 2 Times	164.28	184.28	20.00	170.39	190.39	20.00
3 Yard - 3 Times	234.15	254.15	20.00	242.86	262.86	20.00
3 Yard - 4 Times	304.04	324.04	20.00	315.35	335.35	20.00
3 Yard - 5 Times	372.69	392.69	20.00	386.56	406.56	20.00
3 Yard - 6 Times	442.56	462.56	20.00	459.02	479.02	20.00
3 Yard - Additional	55.00	75.00	20.00	55.00	75.00	20.00
4 Yard - 1 Time	101.76	121.76	20.00	105.55	125.55	20.00
4 Yard - 2 Times	178.99	198.99	20.00	185.65	205.65	20.00
4 Yard - 3 Times	268.49	288.49	20.00	278.48	298.48	20.00
4 Yard - 4 Times	357.97	377.97	20.00	371.29	391.29	20.00
4 Yard - 5 Times	435.21	455.21	20.00	451.40	471.40	20.00
4 Yard - 6 Times	512.44	532.44	20.00	531.50	551.50	20.00
4 Yard - Additional	65.00	85.00	20.00	65.00	85.00	20.00
6 Yard - 1 Time	152.02	172.02	20.00	157.68	177.68	20.00
6 Yard - 2 Times	267.26	287.26	20.00	277.20	297.20	20.00
6 Yard - 3 Times	382.50	402.50	20.00	396.73	416.73	20.00
6 Yard - 4 Times	497.73	517.73	20.00	516.25	536.25	20.00
6 Yard - 5 Times	612.96	632.96	20.00	635.76	655.76	20.00
6 Yard - 6 Times	728.20	748.20	20.00	755.29	775.29	20.00
6 Yard - Additional	75.00	95.00	20.00	75.00	95.00	20.00
8 Yard - 1 Time	166.74	186.74	20.00	172.94	192.94	20.00
8 Yard - 2 Times	296.68	316.68	20.00	307.72	327.72	20.00
8 Yard - 3 Times	426.62	446.62	20.00	442.49	462.49	20.00
8 Yard - 4 Times	556.58	576.58	20.00	577.29	597.29	20.00
8 Yard - 5 Times	686.51	706.51	20.00	712.05	732.05	20.00
8 Yard - 6 Times	816.46	836.46	20.00	846.83	866.83	20.00
8 Yard - Additional	80.00	100.00	20.00	80.00	100.00	20.00
30 Yard				Haul Rate \$232.01 Com Budget \$43,200	Tonnage Rate \$ 34.76 Com - No Increase \$18,015	Rental Rate \$5.95 Com - Increase \$29,387
	Res Budget \$52,500	Res - No Increase \$53,827				

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Policy
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3251)

DOC ID: 3251 A

Consideration and ACTION to approve a policy for city managed projects.

Attached is a general policy we will follow for city managed projects. We will start using this and will make adjustments to it as we go to assure our projects are done the way they are supposed to be done.

I recommend approval.

CITY MANAGED PROJECTS

City managed projects are any projects that will be totally overseen by city personnel, not a hired Architect, Engineer or there hired specialist.

1. Project Plan – This is a roadmap and provides direction for the project. It includes the vision for the project and work that will be needed. It can be as general or as specific as desired and includes potential problems. Baselines or performance measures will be listed which are specifics and placed in order of completion. Specific details will be listed in the scope and schedule.
2. Roles & Responsibilities – The most critical decision is to determine if current staff has the expertise as well as adequate time to oversee the project as Project Manager. If that is affirmed, the staff person will be officially assigned that responsibility. If there is no one on staff with the expertise and time to oversee the project, quotes will be requested to fill that role on behalf of the City, still having a staff member overseeing that person. The Project Manager will manage and be responsible for the project and oversee the entire project. The Project Team is any person that needs to be involved and participate for the development of the project plan for the desired end results.
3. Kickoff Meeting – This brings all stakeholders together to discuss the project and initiate the planning process. Idea's from each person's perspective are taken into account. These ideas are then incorporated into developing a plan.
4. Scope – The scope of the project describes the project and what the outcome of the project will be and communicates with all stakeholders (and Project Team) the desired results. Some stakeholders will not be part to the Project Team. The Scope will include the need or needs and the problem that is being addressed with the project. It will list the project objectives stating what will occur to solve the problem. It will include the benefits and justification. As the scope becomes more detailed it needs to state what will be included and what will be excluded and the reasons being very specific. These details will be listed to assure completion. Milestones will be included on projects depending on the size of the project.
5. Develop a Schedule – Utilizing the detailed listing of the scope and plan, identify the resources needed and estimate the time to complete for each. Determine which task is dependent on others which will help better define the milestones and critical elements.
6. Package for Quotes and Approved Contractor – Prepare this information for quotes from contractors. Meet with contractors to specifically review each item. Receive and review quotes. Check references. Approve according to city policy.
7. Pre-Construction Meeting – Review each item for project noting specific inspection items, milestones and items that must be done prior to proceeding. Discuss payment for services with Finance depending on size and length of project.
8. Construction – Contractor work to complete project as outlined and specified. Project Manager check progress at a minimum daily and more frequent if necessary with a daily inspection log including photographs being particularly cognizant of milestones.
9. Post Construction – Verify project complete to standards and according to scope and plans. Require additional work to be done or close out project.

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Bad Debt
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3246)

DOC ID: 3246 A

Consideration and ACTION to approve the write off of bad debt for the utility accounts and garbage for the 2018-2019 fiscal year.

Once a year we write off debt for water, sewer and garbage that is not collectable. As is always the case we don't like to write off any but it is relatively small compared to what is billed in a given year. The total bills of water, sewer and garbage for 2016-2017 was \$2,841,611.07. The total write off of garbage, penalties, water, sewer, and reconnection fees is \$9,624.69 or a little more than three tenths of 1%. We do all we can to collect.

Garbage - \$2,008.05
Garbage Penalties - \$186.73
Water - \$3,386.83
Sewer - \$3,363.07
W&S Penalties - 621.00
W&S Reconnection Fees - \$59.01

I recommend approval.

G/L POSTING DATE: 10/02/2019

** TRANSFER TO BAD DEBT **

PACKET: 13499

1.E.6.a

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

FLAG ACCOUNT: NO

ACCOUNT NO	===== NAME =====	BALANCE LAST BILL						
01-00120-06-0	ORTEGA, LUCIO	206.26	100-WATER	68.28	200-SEWER	66.07	300-GBG-R	50.01
	** LAST PAYMENT MADE: 3/24/2017	6/20/2017	800-PEN-WS	16.33	801-PEN-GB	5.57		
01-02390-06-0	RUSSELL, KENNETH A	31.29	100-WATER	14.38	200-SEWER	10.15	300-GBG-R	6.76
	** LAST PAYMENT MADE: 8/30/2017	9/20/2017						
01-07200-03-0	MORENO, CASSANDRA M	33.65	100-WATER	19.13	200-SEWER	8.38	300-GBG-R	6.14
	** LAST PAYMENT MADE: 12/19/2016	1/20/2017						
01-08800-04-0	GOLDEN TOUCH INVESTMENTS	67.41	100-WATER	20.92	200-SEWER	27.00	300-GBG-R	18.00
	** LAST PAYMENT MADE: 0/00/0000	10/20/2016	600-6.25%	1.13	602-2% CTY	0.36		
01-10770-05-0	CHAPARRO, ROXANE L	56.89	100-WATER	28.74	200-SEWER	15.01	300-GBG-R	11.95
	** LAST PAYMENT MADE: 1/25/2017	3/20/2017	800-PEN-WS	0.82	801-PEN-GB	0.37		
01-13960-12-0	GOVEA, MARIBEL	270.40	100-WATER	107.76	200-SEWER	112.74	300-GBG-R	34.14
	** LAST PAYMENT MADE: 9/01/2016	10/20/2016	800-PEN-WS	13.83	801-PEN-GB	1.93		
01-13960-14-0	FOERSTER, MICHELLE	44.59	100-WATER	27.14	200-SEWER	11.36	300-GBG-R	6.09
	** LAST PAYMENT MADE: 4/18/2017	5/20/2017						
01-15300-04-0	ZERTUCHE, NIDIA D	21.82	100-WATER	20.11	200-SEWER	1.02	300-GBG-R	0.69
	** LAST PAYMENT MADE: 12/09/2016	12/20/2016						
01-17771-04-0	PEDERSON, LAHOMA MAE	163.34	100-WATER	63.12	200-SEWER	46.07	300-GBG-R	35.45
	** LAST PAYMENT MADE: 3/16/2017	5/20/2017	800-PEN-WS	14.62	801-PEN-GB	4.08		
01-17859-02-0	SIMPSON, KELLY	27.73	100-WATER	20.49	200-SEWER	4.09	300-GBG-R	3.15
	** LAST PAYMENT MADE: 4/10/2017	4/20/2017						
01-17860-02-0	GARZA, BRIZEIDA	8.81	100-WATER	2.92	200-SEWER	4.77	300-GBG-R	1.12
	** LAST PAYMENT MADE: 10/11/2016	11/20/2016						
01-20700-02-0	LIMON, JENNIFER	7.07	100-WATER	3.19	200-SEWER	2.58	300-GBG-R	1.30
	** LAST PAYMENT MADE: 12/28/2016	1/20/2017						
02-01930-28-0	REYNA, ROBERTO	21.75	100-WATER	21.75				
	** LAST PAYMENT MADE: 0/00/0000	12/20/2016						
02-04059-05-0	LOPEZ, JESUS	125.14	100-WATER	55.37	200-SEWER	38.18	300-GBG-R	25.45
	** LAST PAYMENT MADE: 8/26/2016	10/20/2016	800-PEN-WS	4.91	801-PEN-GB	1.23		
02-04072-02-0	ORTEGA, IRMA	186.68	100-WATER	93.59	200-SEWER	73.59	300-GBG-R	19.45
	** LAST PAYMENT MADE: 12/01/2016	12/20/2016	800-PEN-WS	0.05				
02-04135-10-0	ORTIZ, MARIA	169.98	100-WATER	71.82	200-SEWER	61.65	300-GBG-R	26.69
	** LAST PAYMENT MADE: 8/30/2016	10/20/2016	800-PEN-WS	8.24	801-PEN-GB	1.58		
02-06910-06-0	GONZALEZ, JULI ANN	214.71	100-WATER	46.96	200-SEWER	44.42	301-GBG-C	112.19
	** LAST PAYMENT MADE: 9/16/2016	10/20/2016	800-PEN-WS	5.22	801-PEN-GB	5.92		
02-06910-07-0	TAQUERIA EL GALLITO	396.46	100-WATER	86.91	200-SEWER	74.81	301-GBG-C	172.22
	** LAST PAYMENT MADE: 3/29/2017	5/20/2017	800-PEN-WS	31.20	801-PEN-GB	31.32		

Attachment: US BAD DEBT WRITE-OFF REGISTER - OCT 2019 (3246 : Bad Debt-Utilities)

G/L POSTING DATE: 10/02/2019

** TRANSFER TO BAD DEBT **

PACKET: 13499

1.E.6.a

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

FLAG ACCOUNT: NO

ACCOUNT NO	NAME	BALANCE	LAST BILL					
02-07800-00-0	SALAZAR, EUSEBIO	379.64	100-WATER	95.64	200-SEWER	87.19	300-GBG-R	67.10
** LAST PAYMENT MADE:	6/11/2017	9/20/2017	600-6.25%	4.20	602-2% CTY	1.34	700-PROC	50.00
			800-PEN-WS	56.17	801-PEN-GB	18.00		
02-11100-08-0	CANTU, FELIPE	136.00	100-WATER	48.82	200-SEWER	43.96	300-GBG-R	29.31
** LAST PAYMENT MADE:	3/10/2017	5/20/2017	800-PEN-WS	10.62	801-PEN-GB	3.29		
02-13830-16-0	GARCIA-DEHOYOS , ZHEILA A	47.81	100-WATER	23.27	200-SEWER	12.96	300-GBG-R	8.64
** LAST PAYMENT MADE:	3/19/2019	6/20/2017	800-PEN-WS	2.26	801-PEN-GB	0.68		
02-14260-11-0	LUNA, MARTIN	45.02	100-WATER	25.51	200-SEWER	10.92	300-GBG-R	7.36
** LAST PAYMENT MADE:	10/03/2016	11/20/2016	800-PEN-WS	0.91	801-PEN-GB	0.32		
02-14680-04-0	MATA, AREOPAJITA	111.44	100-WATER	44.56	200-SEWER	38.13	300-GBG-R	24.57
** LAST PAYMENT MADE:	6/26/2017	8/20/2017	800-PEN-WS	3.18	801-PEN-GB	1.00		
02-16710-03-0	ORTIZ, RAUL JR	123.75	100-WATER	50.12	200-SEWER	33.91	300-GBG-R	39.42
** LAST PAYMENT MADE:	7/31/2017	8/20/2017	800-PEN-WS	0.23	801-PEN-GB	0.07		
02-17190-05-0	RIVERA, DAWN	95.79	100-WATER	36.89	200-SEWER	35.68	300-GBG-R	18.98
** LAST PAYMENT MADE:	12/19/2016	2/20/2017	800-PEN-WS	3.31	801-PEN-GB	0.93		
02-20340-02-0	CASTRO, LINDA	1.58	100-WATER	0.66	200-SEWER	0.58	300-GBG-R	0.34
** LAST PAYMENT MADE:	5/22/2017	5/20/2017						
02-20420-15-0	MEJIA, JAQUELIN	47.26	100-WATER	16.66	200-SEWER	19.66	300-GBG-R	10.94
** LAST PAYMENT MADE:	3/27/2017	4/20/2017						
02-21000-12-0	SHAFFER, JUANITA	37.39	100-WATER	16.43	200-SEWER	14.64	300-GBG-R	6.32
** LAST PAYMENT MADE:	8/30/2017	9/20/2017						
02-21388-09-0	CUEVAS, VANESSA	138.51	100-WATER	45.44	200-SEWER	64.27	300-GBG-R	21.87
** LAST PAYMENT MADE:	4/19/2017	6/20/2017	800-PEN-WS	5.58	801-PEN-GB	1.35		
02-21539-07-0	CERDA, SAN JUANITA	137.43	100-WATER	25.34	200-SEWER	88.04	300-GBG-R	23.96
** LAST PAYMENT MADE:	3/28/2017	4/20/2017	800-PEN-WS	0.08	801-PEN-GB	0.01		
02-22035-01-0	ALANIS JR, JUAN	35.13	100-WATER	15.45	200-SEWER	9.22	300-GBG-R	10.46
** LAST PAYMENT MADE:	1/30/2017	2/20/2017						
03-02840-17-0	GONZALEZ, JUDITH	132.16	100-WATER	49.92	200-SEWER	40.48	300-GBG-R	24.08
** LAST PAYMENT MADE:	7/28/2017	9/20/2017	800-PEN-WS	13.83	801-PEN-GB	3.85		
03-03403-07-0	RUIZ, MARIA G	60.51	100-WATER	25.77	200-SEWER	18.68	300-GBG-R	14.68
** LAST PAYMENT MADE:	11/07/2016	1/20/2017	800-PEN-WS	0.96	801-PEN-GB	0.42		
03-03473-08-0	RUCKER, JANICE	27.14	100-WATER	8.47	200-SEWER	10.55	300-GBG-R	8.12
** LAST PAYMENT MADE:	8/09/2017	9/20/2017						
03-03505-01-0	A TOUCH OF JADE, LLC	123.66	100-WATER	38.99	200-SEWER	41.50	301-GBG-C	31.94
** LAST PAYMENT MADE:	6/02/2017	6/20/2017	800-PEN-WS	8.35	801-PEN-GB	2.88		

Attachment: US BAD DEBT WRITE-OFF REGISTER - OCT 2019 (3246 : Bad Debt-Utilities)

G/L POSTING DATE: 10/02/2019

** TRANSFER TO BAD DEBT **

PACKET: 13499

1.E.6.a

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

FLAG ACCOUNT: NO

ACCOUNT NO	NAME	BALANCE LAST BILL						
03-03510-05-0	IBARRA, RACHEL	146.93	100-WATER	42.68	200-SEWER	54.06	300-GBG-R	34.02
** LAST PAYMENT MADE:	9/06/2016	10/20/2016	800-PEN-WS	12.54	801-PEN-GB	3.63		
03-03543-14-0	RODRIGUEZ, ROSEMARY	5.94	100-WATER	2.25	200-SEWER	2.36	300-GBG-R	1.33
** LAST PAYMENT MADE:	10/25/2016	11/20/2016						
03-03733-01-0	KLINGER, ANABELIA	28.80	100-WATER	12.34	200-SEWER	11.33	300-GBG-R	5.13
** LAST PAYMENT MADE:	7/26/2017	8/20/2017						
03-03735-01-0	GARZA, ASHLEY	133.30	100-WATER	60.53	200-SEWER	43.59	300-GBG-R	22.78
** LAST PAYMENT MADE:	3/14/2017	5/20/2017	800-PEN-WS	5.09	801-PEN-GB	1.31		
03-04320-04-0	NAJERA, ALEJANDRO R	168.09	100-WATER	56.26	200-SEWER	72.25	300-GBG-R	32.84
** LAST PAYMENT MADE:	1/17/2017	3/20/2017	800-PEN-WS	5.40	801-PEN-GB	1.34		
03-04360-05-0	CARRIZALES, ROSA	161.35	100-WATER	41.99	200-SEWER	66.75	300-GBG-R	35.01
** LAST PAYMENT MADE:	8/30/2016	10/20/2016	800-PEN-WS	13.74	801-PEN-GB	3.86		
03-04420-06-0	MORENO, JOANN	128.96	100-WATER	34.74	200-SEWER	63.10	300-GBG-R	26.18
** LAST PAYMENT MADE:	1/03/2017	2/20/2017	800-PEN-WS	3.82	801-PEN-GB	1.12		
03-06115-04-0	MOSCOSO, EDGARDO	82.62	100-WATER	28.14	200-SEWER	31.39	300-GBG-R	20.92
** LAST PAYMENT MADE:	12/06/2016	1/20/2017	800-PEN-WS	1.55	801-PEN-GB	0.62		
03-06115-05-0	WELISEK, STEVEN	232.69	100-WATER	66.54	200-SEWER	74.48	300-GBG-R	49.65
** LAST PAYMENT MADE:	5/04/2017	6/20/2017	800-PEN-WS	31.25	801-PEN-GB	10.77		
03-06119-03-0	TAMEZ, DONALD	30.97	100-WATER	18.59	200-SEWER	7.00	300-GBG-R	5.38
** LAST PAYMENT MADE:	11/22/2016	1/20/2017						
03-06122-07-0	CANTU, BERTA M	15.54	100-WATER	5.68	200-SEWER	6.58	300-GBG-R	3.28
** LAST PAYMENT MADE:	9/15/2016	10/20/2016						
03-06138-02-0	CAMARILLO, FABIOLA F	135.18	100-WATER	52.17	200-SEWER	52.19	300-GBG-R	24.03
** LAST PAYMENT MADE:	12/16/2016	2/20/2017	800-PEN-WS	5.46	801-PEN-GB	1.33		
03-06144-14-0	BARTON, KIMBERLY	3.45	100-WATER	1.77	200-SEWER	1.01	300-GBG-R	0.67
** LAST PAYMENT MADE:	7/14/2017	8/20/2017						
03-07160-05-0	RUIZ, SUZETTE	212.45	100-WATER	74.43	200-SEWER	62.48	300-GBG-R	25.24
** LAST PAYMENT MADE:	9/08/2017	8/20/2017	703-NSF FE	40.00	800-PEN-WS	8.58	801-PEN-GB	1.72
03-13005-12-0	HERNANDEZ, APRIL	83.85	100-WATER	37.56	200-SEWER	28.50	300-GBG-R	14.51
** LAST PAYMENT MADE:	6/14/2017	8/20/2017	800-PEN-WS	2.58	801-PEN-GB	0.70		
03-13008-06-0	GARCIA, MAYRA	35.41	100-WATER	24.14	200-SEWER	6.33	300-GBG-R	4.88
** LAST PAYMENT MADE:	6/09/2017	7/20/2017	800-PEN-WS	0.04	801-PEN-GB	0.02		
03-14300-06-0	BRAVO, JAVIER	184.28	100-WATER	74.15	200-SEWER	68.51	300-GBG-R	31.85
** LAST PAYMENT MADE:	6/29/2017	8/20/2017	800-PEN-WS	8.22	801-PEN-GB	1.55		
03-14600-00-0	PIZANA, MARCO	214.88	100-WATER	62.22	200-SEWER	70.16	300-GBG-R	53.99
** LAST PAYMENT MADE:	6/05/2017	8/20/2017	800-PEN-WS	21.20	801-PEN-GB	7.31		

Attachment: US BAD DEBT WRITE-OFF REGISTER - OCT 2019 (3246 : Bad Debt-Utilities)

G/L POSTING DATE: 10/02/2019

** TRANSFER TO BAD DEBT **

PACKET: 13499

1.E.6.a

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

FLAG ACCOUNT: NO

ACCOUNT NO	NAME	BALANCE	LAST BILL						
03-15374-16-0	LECHUGA, ASHELY	19.87	100-WATER	10.04	200-SEWER	6.76	300-GBG-R	3.07	
** LAST PAYMENT MADE: 6/19/2017		7/20/2017							
03-16145-03-0	DAVILA, LEONARDO	97.70	100-WATER	35.16	200-SEWER	45.96	300-GBG-R	16.58	
** LAST PAYMENT MADE: 5/27/2017		6/20/2017							
03-16651-01-0	SILVA, EULALIA R	0.17	100-WATER	0.07	200-SEWER	0.06	300-GBG-R	0.04	
** LAST PAYMENT MADE: 8/11/2017		9/20/2017							
03-18900-01-0	BARRIENTES, LYDIA R	130.69	100-WATER	57.86	200-SEWER	40.95	300-GBG-R	31.88	
** LAST PAYMENT MADE: 1/10/2017		2/20/2017							
03-20275-02-0	HERNANDEZ, JOSEPH	101.63	100-WATER	39.05	200-SEWER	41.51	300-GBG-R	21.07	
** LAST PAYMENT MADE: 7/14/2017		8/20/2017							
03-20331-03-0	GARCIA, ANDRES	224.07	100-WATER	68.06	200-SEWER	85.61	300-GBG-R	40.04	
** LAST PAYMENT MADE: 8/16/2016		10/20/2016	800-PEN-WS	25.40	801-PEN-GB	4.96			
03-20338-01-0	NIETO, LAURA R	430.72	100-WATER	130.79	200-SEWER	157.87	300-GBG-R	83.38	
** LAST PAYMENT MADE: 5/01/2017		6/20/2017	800-PEN-WS	47.50	801-PEN-GB	11.18			
03-20462-01-0	RENDON, GREGORIA T	38.72	100-WATER	17.99	200-SEWER	11.70	300-GBG-R	9.00	
** LAST PAYMENT MADE: 5/26/2017		6/20/2017	800-PEN-WS	0.02	801-PEN-GB	0.01			
03-22760-11-0	VALDEZ, CARLOS	1.16	100-WATER	0.44	200-SEWER	0.43	300-GBG-R	0.29	
** LAST PAYMENT MADE: 9/16/2016		10/20/2016							
03-22762-14-0	GARZORIA, GABRIEL JR	308.89	100-WATER	98.56	200-SEWER	126.26	300-GBG-R	37.78	
** LAST PAYMENT MADE: 5/15/2017		7/20/2017	800-PEN-WS	40.34	801-PEN-GB	5.95			
03-26440-23-0	LEON, ROLANDO	130.49	100-WATER	36.90	200-SEWER	48.15	300-GBG-R	32.10	
** LAST PAYMENT MADE: 8/30/2016		10/20/2016	800-PEN-WS	10.13	801-PEN-GB	3.21			
03-27350-03-0	LOPEZ JR, ALEJANDRO	59.13	100-WATER	17.25	200-SEWER	29.42	300-GBG-R	12.46	
** LAST PAYMENT MADE: 2/21/2017		3/20/2017							
03-27900-00-0	SALDANA, NATIVIDAD/MA G	437.83	100-WATER	141.96	200-SEWER	165.01	300-GBG-R	71.88	
** LAST PAYMENT MADE: 6/01/2017		8/20/2017	600-6.25%	0.25	602-2% CTY	0.08	700-PROC	3.93	
			800-PEN-WS	45.60	801-PEN-GB	9.12			
03-28100-00-0	CHAVIRA, ROBERTO	462.68	100-WATER	156.27	200-SEWER	155.21	300-GBG-R	119.72	
** LAST PAYMENT MADE: 11/02/2016		12/20/2016	600-6.25%	0.98	602-2% CTY	0.31	700-PROC	5.08	
			800-PEN-WS	18.65	801-PEN-GB	6.46			
03-28155-00-0	CHAVEZ, ENRIQUE	45.85	100-WATER	17.82	200-SEWER	17.85	300-GBG-R	10.18	
** LAST PAYMENT MADE: 1/03/2017		1/20/2017							
03-29500-07-0	PEREZ, REFUGIO JR	274.31	100-WATER	84.38	200-SEWER	119.31	300-GBG-R	54.67	
** LAST PAYMENT MADE: 3/28/2017		4/20/2017	800-PEN-WS	12.52	801-PEN-GB	3.43			
03-29830-03-0	BOTELLO, BERTHA A	49.09	100-WATER	24.11	200-SEWER	14.55	300-GBG-R	9.44	
** LAST PAYMENT MADE: 11/02/2016		12/20/2016	800-PEN-WS	0.72	801-PEN-GB	0.27			

Attachment: US BAD DEBT WRITE-OFF REGISTER - OCT 2019 (3246 : Bad Debt-Utilities)

G/L POSTING DATE: 10/02/2019

** TRANSFER TO BAD DEBT **

PACKET: 13499

1.E.6.a

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

FLAG ACCOUNT: NO

ACCOUNT NO	NAME	BALANCE	LAST BILL					
03-30244-02-0	ATKINSON, NORMA LEE	379.98	100-WATER	145.67	200-SEWER	166.09	300-GBG-R	40.81
** LAST PAYMENT MADE: 7/17/2017		8/20/2017	600-6.25%	1.29	602-2% CTY	0.41	800-PEN-WS	22.66
			801-PEN-GB	3.05				
03-30255-03-0	CRUZ, GUILLERMO JR	322.97	100-WATER	101.03	200-SEWER	93.78	300-GBG-R	62.53
** LAST PAYMENT MADE: 5/01/2017		7/20/2017	800-PEN-WS	52.38	801-PEN-GB	13.25		
03-30267-01-0	MARTINEZ, LEEROY G	212.43	100-WATER	59.99	200-SEWER	87.12	300-GBG-R	39.05
** LAST PAYMENT MADE: 8/31/2016		10/20/2016	800-PEN-WS	21.52	801-PEN-GB	4.75		
03-32024-01-0	GARCIA, MAYRA EDITH	94.32	100-WATER	42.74	200-SEWER	28.03	300-GBG-R	19.15
** LAST PAYMENT MADE: 8/30/2016		10/20/2016	800-PEN-WS	3.39	801-PEN-GB	1.01		
03-32031-03-0	JACKIE, ESTRADA	63.10	100-WATER	23.99	200-SEWER	27.11	300-GBG-R	12.00
** LAST PAYMENT MADE: 3/15/2017		4/20/2017						
TOTALS NUMBER OF ACCOUNTS:		75	9,624.69	100-WATER	3,346.83	200-SEWER	3,363.07	1,681.35
			301-GBG-C	316.35	600-6.25%	7.85	602-2% CTY	2.50
			700-PROC	59.01	703-NSF FE	40.00	800-PEN-WS	621.00
			801-PEN-GB	186.73				

ACCOUNT	SOURCE NAME	AMOUNT
01 -1320	ACCOUNTS RECEIVABLE GARBAGE	2,008.05CR
01 -1320.01	PENALTIES RECEIVABLE	186.73CR
01 -512-99115	BAD DEBT EXPENSE	2,194.78
05 -1300	WATER ACCOUNTS RECEIVABLE	3,386.83CR
05 -1301	SEWER ACCOUNTS RECEIVABLE	3,363.07CR
05 -1302	A/R Penalties W & S	621.00CR
05 -1303	A/R RECONNECTION FEES	59.01CR
05 -502-99115	BAD DEBT EXPENSE	4,066.84
05 -534-99115	BAD DEBT EXPENSE	3,363.07

WARNINGS: 0

ERRORS: 0

** END OF REPORT **

Attachment: US BAD DEBT WRITE-OFF REGISTER - OCT 2019 (3246 : Bad Debt-Utilities)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3232)

DOC ID: 3232 B

**Consideration and ACTION to proceed with specific details
and propose an agreement with the Los Fresnos Housing
Authority to become a gated community.**

The Housing Authority has requested the City consider this action. They have to compete with other housing complexes that offer reduced housing prices and they have gated areas that offer things the Housing Authority is not able to offer. This will be something that will equalize things so they can compete better. They are doing other things as well to make their units attractive.

If the Council is good with the concept, I will meet with them to work our details. Some of those are access for emergency services, public works, who maintains the street, does police take care of traffic laws on the street, etc. Once we get those items worked out we will bring an agreement to the Council for final approval.

I recommend approval.

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Appointment
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3247)

DOC ID: 3247 A

**Consideration and ACTION to reappoint or appoint members
to the Planning & Zoning Commission.**

There is one opening on the P & Z Commission. Abran Ortega has been serving for about 12 years and has decided to not serve any longer. You need to appoint one new person.

Citizen application for appointment to a City of Los Fresnos Board Seat

Please return to: City Secretary, 200 N. Brazil Street, Los Fresnos, TX 78566

ALL INFORMATION ON THIS FORM IS PUBLIC RECORD

PLEASE TYPE OR PRINT CLEARLY

NAME _____
 (Last) (First) (MI)

HOME ADDRESS _____

MAILING ADDRESS _____

CITY _____ **ZIP** _____

HOME PHONE NUMBER: _____ **CELL NUMBER:** _____

E-MAIL ADDRESS: _____

EMPLOYER _____

OCCUPATION _____

BUSINESS ADDRESS _____

BUSINESS PHONE # _____

COMMITTEES OF INTEREST TO YOU

(List no more than 3 committees - please be specific)

1. _____
2. _____
3. _____

What education or special training do you have which you feel particularly fits you for the appointment to this position? (attach a resume or bio if relevant)

What work experience or other experience do you have which will be beneficial in carrying out the responsibilities of this position?

Why are you interested in serving on this Committee? _____

Other Volunteer Commitments? _____

SIGNATURE OF APPLICANT

DATE

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Appointment
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3229)

DOC ID: 3229 A

**Consideration and ACTION to reappoint or appoint of
member to the Los Fresnos Housing Authority.**

Barbara Rodriguez - No longer wants to serve

Last month the Council re-appointed 2 individuals to the Housing Authority Board. There was no replacement for Ms. Rodriguez. We received the attached application showing David Garza's willingness to serve. Leticia Puga, manager of the Housing Authority recommends this person. The term is for 2 years.

You can appoint this individual or another person of your choice.

Citizen application for appointment to a City of Los Fresnos Board Seat

Please return to: City Secretary, 200 N. Brazil Street, Los Fresnos, TX 78566

ALL INFORMATION ON THIS FORM IS PUBLIC RECORD

PLEASE TYPE OR PRINT CLEARLY

NAME GARZA David
(Last) (First) (MI)

HOME ADDRESS 31614 state Highway 100

MAILING ADDRESS Los Fres

CITY Los Fresnos, Tx ZIP 78566

HOME PHONE NUMBER: N/A CELL NUMBER: 281-389-8013

E-MAIL ADDRESS: felconnest123@yahoo.com

EMPLOYER N/A

OCCUPATION N/A

BUSINESS ADDRESS N/A

BUSINESS PHONE # N/A

COMMITTEES OF INTEREST TO YOU

(List no more than 3 committees - please be specific)

1. Los Fresnos Housing Auth.
2. _____
3. _____

What education or special training do you have which you feel particularly fits you for the appointment to this position? (attach a resume or bio if relevant)

What work experience or other experience do you have which will be beneficial in carrying out the responsibilities of this position?

Retired military & C.B.P. officer

Why are you interested in serving on this Committee? Community involvement

Other Volunteer Commitments? _____

SIGNATURE OF APPLICANT [Signature] DATE 9-10-2019

Attachment: los fresnos housing (3229 : Appointment of member to the Los Fresnos Housing Authority)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Contract
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3235)

DOC ID: 3235 B

**Consideration and ACTION to approve the renewal contract
for City Attorney Enrique Juarez.**

This is the annual renewal for the agreement with the City Attorney, Henry Juarez. The agreement is the same as it has been except for three things that he is asking to be changed. 1. Included attorney services that are provided to Municipal Court that was not in the prior one 2. Increase to \$150 per hour from \$125 per hour 3. 3 year agreement instead of a 1 year agreement.

I recommend approval.

CITY ATTORNEY SERVICES

This agreement is for legal services between the City of Los Fresnos and Enrique C. Juarez, Attorney at Law, effective October 1, 2019 through September 30, 2022.

The scope of services for which fees and rates are requested is divided into three categories: general representation, special projects and litigation. These categories are more fully described for your clarification. The firm will be required to provide a detailed, itemized billing for each category (including general representation), on a monthly basis. Itemized billing is due by the 10th of the month following services rendered.

GENERAL REPRESENTATION: (Hourly Rate of \$150.00)

1. Attend City Council meetings only at the request of the Mayor or City Manager.
2. Attend Planning & Zoning meetings only at the request of the Mayor or City Manager.
3. Attend Community Development Corporation meetings as legal counsel only at the request of the Mayor or City Manager.
4. Consultation with Mayor, City Council, City Manager or Department Heads. Department Heads must let City Manager know when Attorney is contacted.
5. Preparation and review of Ordinances and Resolutions as required.
6. Preparation and review of Contracts and other documents prior to City Council action.
7. Municipal Court trial including trial preparation.
8. Attend Municipal Court sessions.

SPECIAL PROJECTS: (Hourly Rate of \$150.00)

1. Large projects that the Mayor, Council or City Manager have approved with estimated time frame and cost.
2. Research on projects only if approved by the Mayor, Council or City Manager with estimated time frame and cost.

LITIGATION:

Rate to be determined depending on type of litigation.

Meetings with other entities or residents must be pre-approved by the Mayor or City Manager. These need to be first referred to the Mayor or City Manager to be handled. If there is a legal issue the Mayor or City Manager can then refer it to the City Attorney.

This Contract can be terminated by either Party with a thirty (30) day written notice.

CITY OF LOS FRESNOS

ENRIQUE C. JUAREZ

Polo Narvaez, Mayor

Enrique C. Juarez

Date Signed

Date Signed

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3248)

DOC ID: 3248 A

Consideration and ACTION to allow closure of City Hall for regular business on Friday, November 8, 2019 for move to the new City Hall.

Looking toward a potential move in date, we would like to be fully operational on Monday, November 11 so that we can hold the first Council Meeting there on Tuesday, November 12 which will also be the time to swear in the new Council Members. As you can imagine it will be a huge task to move. We would like to have city hall closed for business so all employees can assist in the move (not counting regular essential folks that will continue work in the Police Department and Public Works). We will probably have to work the weekend as well, or at least some personnel will have to, but we would like to minimize that as much as possible to keep overtime low.

I recommend approval.

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Workshop
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 3228

SCHEDULED

ACTION ITEM (ID # 3228)

Tour New City Hall

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3250)

DOC ID: 3250 B

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 Disaster Grant H. Henderson Road Project I. City Hall Project J. Update Planning & Zoning Ordinance K. Drainage Update L. Sidewalk Complaints M. Garbage/Brush Complaints N. Quarterly Roll Off Service

A. Wastewater Plant Update - The plans and documents were approved by TWDB for the Chlorine Contact Basin Project. We are waiting to get approval for the Headworks Project. They expect to give us comments in the next 2 weeks. Depending on the comments it will take a little time to address those comments and get approval. Once these are approved by TWDB, Hanson will combine the projects for one bid package and we will proceed to get bids and bring an award to council for approval.

B. Water Plant Update - We have applied for funding through TWDB to get the upgrades done on the water plant and distribution lines. It is included in the study under C.

C. Water & Wastewater Engineering Study - We have applied for the funding as approved and directed by the Council approved asking for about \$1,600,000 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 and approximately \$3,700,000 for upgrades needed at the water plant and water system.

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 am about done on the large amount of time spent on getting the right-of-way for Henderson Road and budgets so I should be able to work on this soon.

E. Nature Park - It looks like we will have approximately \$67,040.30 in remaining funds available to complete the bird blind, the drip station and do some habitat restoration. We will wait for the bids to come in on the Hike & Bike Trails to be sure there are adequate funds to complete that project since these funds can also be sure for the trails. Once we know that we will proceed to get plans and specifications ready for bid. The playground is installed and complete. It is a tremendous addition and will fit perfectly in with the nature park theme.

F. Hike & Bike Trails - Half Associates will complete the bid package as soon as we clear up the conflict in the alignment of the trail in the Holiday Out area. In 2016 the City agreed to sell the Retama Street right-of-way to them. This is creating a little problem with enough room. I

am trying to work it out so it is beneficial to all. Once this is resolved it will be sent to TPW for their approval and then we can bid. I am still waiting on this for the owners of Holiday Out.

G. CDBG Disaster Grant - The \$350,000 grant to pave East Tenth Street and part of Whipple Road is continuing. On this agenda are items to be approved so we can proceed. We will have a meeting with all parties next week.

H. Henderson Road Project - All documents have been filed with the County. The last property owner contacted me and now wants to participate. That will be discussed in closed session during this meeting. Once that is decided the final plans can be done to bring to the TIRZ Board for approval in the next month.

I. City Hall Project - Work is continuing very well. There is an item on this agenda to tour the building is the Council wants and an item for moving.

J. Update Planning & Zoning Ordinance - I have received another potential firm to do this and will investigate and update for next meeting.

K. Drainage Update - We are still waiting on the drainage district to let us know when they can upgrade the pipe under the ditch to the south of town and then further south to remove the concrete. When they have time they will let us know so we can assist. Pederson Construction has most of the cleaning completed on the seepage ditch on the east side of his property that is the main drainage that we have had problems with. It looks fantastic. We are looking for options to clean the area to the south around Mr. Vega's property. I am also working with the owners of Pederson Construction, Zarsky Lumber and Community of Christ Church to get an easement for the drainage ditch behind their properties. All of the paper work has been completed and given to them to approve so we have to wait on them. If I can do that, Cameron County Drainage District # 1 will assume maintenance on the ditch to keep it clean. The owner on the north side of that drainage ditch that is the developer for Valle Alto will initially clean the ditch and create a larger detention area. This is all positive for that area.

L. Sidewalk Complaints - Attached are responses to complaints on the sidewalk project. Also, on this agenda is a policy for city managed projects that will hopefully eliminate these issues from occurring in the future.

M. Garbage/Brush Complaints - Attached is the response to the complaint from the last meeting. Additionally I have met with representatives from Republic Services and the brush service is back in shape. We have assigned code enforcement to work with the brush trucks each month to assure all is picked up each month prior to them leaving.

N. Quarterly Roll Off Service - On August 31 we had a roll off at Memorial park from 9 am to 4 pm. Republic Service was kind enough to donate this service since it was a test. We delivered flyers to each home letting them know this would be available. We also sent out messages and flyers through social medial, our web site as well as our Chamber that does a tremendous job of

sending messages. We had very little response. Attached is the photo showing a very small amount received. I believe this is due to the fact that this service is already available on a monthly basis for residents in front of their home.

September 13, 2019

Response to Public Comments on September 10, 2019 by Nolan Matthews who resides at 115 North Cuates Camino:

Mr. Matthews had concerns about the new sidewalk in Cuates in front of his house. He said there were many things but that he will address 4.

1. He has a crack in front of his house and has a photo
2. There are no expansion joints
3. The slope is not right and water stands
4. There was no compaction of soil underneath prior to the sidewalk being poured
5. Concrete was thin and in some areas only 2 inches

I met with Mr. Matthews while the construction of the sidewalk was being done and we reviewed all of his concerns. I addressed each one of them with him prior to the sidewalk being poured. He said all of his concerns had been handled and fixed. He came to my office the day after he spoke at the meeting and apologized to me as he said I addressed his concerns prior to the sidewalk being poured. He said he came to speak at the meeting at the insistence of Mr. Keillor and tried to get other neighbors to do it as well. He wished that he would not have said anything. Nevertheless, here are my responses to his concerns.

1. The crack he was referring to only a small piece of the corner edge, not a crack through the concrete. It looks like it was disturbed prior to it drying. We put some sealant on that edge.
2. Joints are very confusing. There are actually different types of joints that are utilized with concrete. I will attempt to explain each and the use for them.

Isolation joints isolate the pavement from a structure, another paved area, or an immovable object and are full-depth, full-width joints with some of them utilizing dowels into the intersecting concrete. These are needed when all concrete is poured at the same time.

Expansion joints are full-depth, full-width joints placed at regular intervals along the pavement, 50 to 500 feet in length depending on the application. Studies in the 1940's determined that expansion joints caused more problems over the years causing greater openings at the joints. This led to spalling, loss of aggregate interlock, and sealant failure, which in turn allowed water and incompressibles into the joint causing pumping, faulting and corner breaks. Thus it is recommended that expansion joints not be used.

Contraction or control points (joints) are placed in the sidewalks as needed for there to be a place for cracks to occur naturally.

Cold joint is pouring concrete at different times and then an isolation joint is not needed since the new pour of concrete will not attach to the old concrete even if you wanted it to so it automatically provides movement as needed.

Contraction or control points were used throughout this project as is normally done. Isolation joints were not used since it was a cold joint. In our case the existing sidewalks or where it was up against a driveway was done years ago so it was a cold joint. This is the reason we did not require it. I do understand that not everyone agrees with this but it is done this way many times. I believe in the future we should require Isolation Joints at a driveway or an existing sidewalk to be extra safe to have the best possible outcome but

most agree it is not necessary.

3. I will look into this but it has not rained enough where I can determine if there are problems or not. There are different slopes due to existing manholes and existing trees that we did not want to disturb so minor exceptions were made.
4. There was no compaction of soil underneath prior to the sidewalk being poured. Normally when a typical sidewalk is poured with 3.5 to 4 inches of depth there is no aggregate base required in this region. This is a normal occurrence. The dirt was cut out with a very hard base so leveling is the only thing required and was done. In areas to the north a gravel base is used due to freezing temperatures where the ground is frozen for a prolonged period of time. We don't have that in this area so it is not done here. Some in this area require a 2-inch sand base on sidewalks or driveways but some say this holds moisture under the sidewalk that is not good and so they don't recommend it when you already have a solid base as we have. Again there are different methods. I have no problem requiring a 2" compacted sand base. I have photos of a recent pour that is done exactly the way we did this project.
5. Concrete was thin and in some places only 2 inches thick. The forms were initially not correct and this was the case prior to us doing our inspection. Once we saw those areas, the contractor dug out more and met the requirement of a 4" form which usually is a 3.5" board.

Respectfully,

Mark W. Milum
City Manager

September 15, 2019

Response to Public Comments on Sept 10, 2019 by James Keillor who resides at 109 Henderson Road:

Mr. Keillor had concerns about the new sidewalk in Cuates. He said that Mr. Matthews was gentle because basically the entire project was mismanaged or not managed properly. He said we need a new policy to address construction projects that are city managed and this needs to be an action item on the next agenda. He said an example is where the new city hall was \$1,000,000 over budget.

The fact is the new city hall was not \$1,000,000 over budget. On October 27, 2015, BRW Architects, the firm the Council hired for the project presented to the City Council in an open meeting very preliminary estimates based on 10,466 square feet at \$277 + per square foot totaling \$2,899,136. At that meeting there was discussion with the architects and the council on what a safe amount would be. The architects felt it would be higher than this while the council felt it would be less due to the area we live in. On October 11, 2017, BRW Architects, presented to the City Council in an open meeting updated estimates based on the same square footage at \$272 + per square foot totaling \$2,843,227. Again there was much discussion on the price. Again, the architects felt the price would be higher per square foot and the council thought the price per square foot would be about that amount or less. Additionally, the Council voted to include offices for the Chamber of Commerce and the CDC in the facility. This added to the total square feet to 11,105. With that square feet, the price per square foot at \$272 would be \$3,020,560 and the price per square foot at \$277 would be \$3,076,085. The actual contract price is \$3,266,515 or \$294 per square foot. The base bid was \$3,369,000 and had some items that the Council could deduct to decrease the cost but decided in the long term that was not the best thing to do so only \$102,849 of deducts were agreed to instead of the entire \$350,000. Some items that could have been eliminated was \$59,00 for irrigation and landscaping, \$41,000 for the outdoor plaza, \$68,000 for the second drive through lane, \$42,000 to change the metal roof to asphalt shingles, etc. If all of the deducts were taken the price per square foot would have been \$273 which is right on what the architect said all along. That is why the deducts were included so that if we needed to stay within that range we could. As you can see the project was not over budget. Mr. Keillor continues to talk badly about the city and me personally with false information.

Mr. Keillor continued with the specifics of the sidewalk complaints. First of all, before I address any single item, I want to be clear that Mr. Keillor is very knowledgeable in construction as that was his business for many years. I know he has forgotten more about construction than I will ever know.

1. The frames were 1" and sagged and cracked lumber was used
Initially that is true. Once we went to inspect, all of that was removed and replaced with the correct wood for concrete framing so this was resolved long before the concrete was poured
2. The back side of the form was bad and looked like a roller coaster
Initially that is true. Once we went to inspect, all of that was removed and replaced with the correct wood for concrete framing so this was resolved long before the concrete was poured
3. The slope was bad
It has not rained enough where I can determine if there are problems or not. There are different slopes due to existing manholes and existing trees that we did not want to disturb so minor exceptions were made.
4. The rebar was not tied
This is completely false. The rebar was tied every 2 to 3 intersections or crosses. The standard according to Concrete Reinforcing Steel Institute (CRSI) states that it is not necessary to tie

- reinforcing bars at every intersection. Tying adds nothing to the strength of the finished structure. CRSI states tying every 4th or 5th intersection is sufficient.
5. When workers were pouring the concrete they walked on the wire pushing it down below the concrete
We saw none of that when we watched the pouring except to step to one side from to other and it was only done a few times and done carefully to not mess anything up. This is normal to have to step in the area. That is one of the reasons lifts are placed on the ground to keep the wire up off the ground. Stepping on the wire would not change that.
 6. Everything was bad and poorly done
In the beginning this is true. We made him correct so we would get a good end product even though it was bad at the beginning
 7. Contractor was poor
That is true. We had to take the low bid and did not have any bad references to indicate there was a problem. Now we have a history with him and will not use him again
 8. There was no management
This is only true at the beginning when due to unforeseen circumstances Carlos had to leave quickly due to being diagnosed with cancer and I already had a paid vacation scheduled. Once I returned we were able to correct all deficiencies prior to the concrete being poured. In retrospect, I would now immediately suspend the project until someone was overseeing the project daily. If the contractor was a good one, there would not have been a problem.
 9. There was mismanagement
Mismanagement indicates the process of managing something badly or wrongly. If that is due to me not suspending the project since Carlos had to be out with health issues and me on vacation, I have already admitted I should have done that. Once I was back the project was not mismanaged.
 10. There was no scope for the project
There was a scope for the project and it was completed as intended. Everything that was required was shown to each bidder.
 11. There were no requirements for the project
There were requirements for the project. Everything that was required was shown to each bidder. Due to the above unfortunate circumstances and the contractor not being good, it seemed to be the case but not so.
 12. There was 6-7' problems that should have been cut out to repair but instead took out 80' resulting in costing the city a lot more money
That is not true. Each bidder on the project was given a listing of what to do as well as physically going to look at the entire area to show specifically which areas. The contractor got confused while taking out concrete and took out more than he was supposed to. He did not get paid for that. He had to suffer that loss. We had 3 bids, \$16,892, \$21,752.10, \$30,335.60 and by law we have to accept the low bid unless we have a valid reason. We did not have anything to show he could not do the job. Now we do for the next time.
 13. Trash was on private property
As mentioned above while Carlos and I were both gone this occurred. In retrospect I should have suspended the project until my return. Once I did return this was taken care of by both the contractor and city staff.
 14. Trash and mud was on the road
As mentioned above while Carlos and I were both gone this occurred. In retrospect I should have suspended the project until my return. Once I did return this was taken care of by both the contractor and city staff.

15. Mark was on vacation, Carlos was out sick, talked to Raul but didn't get much
I explained prior that in retrospect, I would suspend the project until I returned.
16. Inspection was not done
Inspection was done. The contractor failed the inspection until the corrections needed were made.
17. In 1985, took 38 years, the city repaired a water meter/line and messed up an area 6 feet was finally fixed but after homeowner complained.
That is awesome that this is finally done while I was City Manager. There have been 12 Acting or Actual City Managers since 1985 and I got it done. Additionally, Mr. Keillor was Mayor from May 1988 to May 1994 and it is unfortunate that he was not able to get this repaired during his 6 years of being Mayor.
18. The upcoming city hall renovation should be scrapped and spend the money outside as the buildings since I've been here have not been taken care of...rotten wood, part of drive thru beginning to rot, not touched in 35 years, vents rusted, roof repairs need to be done, caulking needs to be done, angle iron has had no maintenance in 15 years, I don't respect our buildings, maintenance has gone downhill, a perfectly good fountain was removed for a mural, all buildings are not maintained and not managed.
This is totally false. We have cleaned the cedar wood 2 times prior to now and resealed them with sealer. We had already gotten quotes to get this done again but Carlos and I both felt the prices were too high. So we did it ourselves over the last 2 weeks. It looks great and you can see there are no rotten areas.
There are no rusted vents. There are 2 sirens for emergency management that have rusted tops. One is no longer operational. We have not removed it because the roof inspector says it will leave holes and cause more problems and it is better to leave it as is. We will paint those. We have had roof inspections done and at the time there were no issues but indicated in the future we would need to replace the tar and gravel roofs since windstorm will not accept that process any longer. The one the is more critical is the roof for the library. We had sufficient funds prior to the end of the year so that is being done. The only roof leaks we have had in the past were due to windstorm requirements that all the air conditioners must be secured to the roof. Once that was done we had some leaks that had to be repaired over a couple of years. I have had roof inspections done on the city hall and community center recently. There are no current problems but indicate the roofs need to be replaced over the next few years. I will budget for that.
We have caulked before and will continue to do so as needed.
As far as the angle iron he refers to, we aren't sure what he means. We have fixed doors, pressure washed the exterior and have kept our facilities in good working order. I respect all of our buildings and have done more maintenance, repairs and upkeep than anyone prior to me.
I did not remove a perfectly good water fountain on my own desire. The prior Mayor, David Winstead was in the front one day and the water fountain didn't have cool water and needed to be replaced. He told me to remove it that it was not utilized much anyway instead of buying a new one in order to save money. I am more than glad to purchase one and install it if that is what is needed.

Respectfully,

Mark W. Milum
City Manager

September 12, 2019

Response to Public Comments on September 10, 2019 by Jose Luis Amaya:

Pablo inquired with the Receptionist/Cashier and Dora did recall that phone call from Mr. Amaya. They did some research to see what happened. The call was made on September 3. She wrote down the information and began a work order to send to Republic Services, which is the correct procedure up to that point. She was alone that day and got busy with other customers and calls and did not remember to complete to work order to Republic Services and of course call him back as he requested. During the investigation we found the partially completed work order. It was saved but never sent. Pablo is setting timelines for them to review work orders on a daily basis so that won't occur in the future.

We have called the owner, Ms. Judith and offered our apologies for our mess up. She was not aware of the situation but thanked us for letting her know.

Pablo also spoke to Mr. Amaya, the property manager to explain what occurred, offer his apologies for our mistake and that the dishwasher would be picked up. He sent him another flyer on the acceptable items Republic Services picks up and the dates they will be picked up. He clarified that when it says the week of September 16-20, it means that the items must be out by 7:00 am on that first day. Once the truck passes an area that week they will not go back to that area. Mr. Amaya understood and thanked him.

I personally picked up the dishwasher on September 12 at about 3:30 pm.

Thanks,

Mark Milum

Attachment: FILE 3 (3250 : City Manager Report)

1.F.1.d

Attachment: FILE 4 (3250 : City Manager Report)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 3221

SCHEDULED

ACTION ITEM (ID # 3221)

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

Call with questions.

I recommend approval.

CHECKLIST FOR				SEPTEMBER 2019
GENERAL FUND				
CK#	VENDOR NAME	Inv.Date	Amount	Description
411	CITY OF L.F. PAYROLL ACCT	09/05/19	\$ 75,791.46	DUE TO PAYROLL #24 9/06/19
427	CITY OF L.F. PAYROLL ACCT	09/19/19	\$ 80,705.15	DUE TO PAYROLL #25 9/20/19
33936	FIRESTONE BFS RETAIL	06/21/19	VOID	VOIDED CHECK-LOST IN THE MAIL
34224	JOSE A RAMIREZ JR	09/05/19	\$ 550.00	CONSTRUCTION-DIVIDING WALL-JAIL
34225	JUAN TORRES	09/13/19	\$ 50.00	RENTAL DEPOSIT REFUND-LF MEMORIAL PARK 8/31
34226	JULIE DEGASPERI	09/13/19	\$ 50.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
34227	LARRY MEADE	09/13/19	\$ 150.00	CANCELLATION OF EVENT LF COMMUNITY CENTER
34228	ALLIED WASTE SERVICES	08/31/19	\$ 328.97	ROLL OFF/PICK UP SERVICE-NEW CITY HALL
34229	ALLIED WASTE SERVICES	08/31/19	\$ 56,037.06	RE:SOLID WASTE & BRUSH COLLECITION
34230	ANGIE LUGO	09/13/19	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER
34231	ARCHER BUSINESS SYSTEM	08/30/19	\$ 867.16	COPIER METER READING-CITY HALL/PD/HEALTH/CC
34232	CHRISTINE MARTINEZ	VARIOUS	\$ 80.51	REIMBURSE MILES-MONTHLY MEET/HAPPY KITCHEN
34233	CINTAS	09/03/19	\$ 141.23	MEDICAL SUPPLIES-CITY HALL/COMMUNITY CENTER
34234	CITY OF BROWNSVILLE	08/31/19	\$ 72.00	AUG 2019-USE OF SANITARY LANDFILL
34235	DIRECT ENERGY	08/28/19	\$ 12,430.03	ELEC-B&G CLUB/LIBRARY/NEW CITY HALL/STREETL
34236	DIRECT ENERGY	08/28/19	VOID	VOIDED CHECK-CONTINUED CHECK
34237	EDWARD'S PEST MANAGEMENT	09/05/19	\$ 136.00	PEST CONTROL-CITY HALL/PD/LIBRARY/PARK/SHEL
34238	EZEQUIEL BELMONTES	09/06/19	\$ 6,500.00	INSTALL AWNING-SHOOTING RANGE
34239	FASTSIGNS	08/21/19	\$ 754.34	STRIPING-NEW UNIT F-193
34240	FEDERAL EXPRESS	08/29/19	\$ 61.35	DELIVERY-STL RETURN DEPT
34241	FOUR STARS DRIVE IN	08/30/19	\$ 116.00	AUG 2019-PRISONER MEALS
34242	FUELMAN	VARIOUS	\$ 1,827.19	FUEL FOR ENVIRONMENTAL/PD/STREET DEPT VEHI
34243	GATEWAY PRINTING	08/30/19	\$ 188.75	2000-PRINTED WINDOW ENVELOPES-COURT
34244	GC TRUCKING	09/06/19	\$ 1,001.00	13 TRUCKLOADS-DIRT-SHOOTING RANGE CONCRET
34245	GENE DANIELS	09/01/19	\$ 1,850.00	SEPT 2019-JUDGE/PHONE STIPEND
34246	GERONIMO SHELDON	09/01/19	\$ 451.00	SEPT 2019-FIRE MARSHAL
34247	GRANICUS	09/01/19	\$ 331.80	AGENDA/MINUTE-IQM2 SUBSCRIPTION
34248	GUIAR CENTER	09/11/19	\$ 365.98	SPEAKER/WIRE-COMMUNITY HEALTH
34249	HECTOR'S MUFFLER	VARIOUS	\$ 330.99	INSTALL CLUTCH-MOWER/PLUGS ON RECYCLE TRA
34250	HERNANDEZ INSTALLATION	VARIOUS	\$ 688.00	INSTALL RADAR/RADIO SYSTEM/RECORDING SYSTE
34251	INTER DIAMOND BUILDERS	09/06/19	\$ 2,800.00	CONCRETE SLAB-SHOOTING RANGE
34252	L&R PRECAST CONCRETE	08/21/19	\$ 150.00	LID-STORM DRAIN-DAFFODIL
34253	LEXIS NEXIS RISK DATA	08/31/19	\$ 100.00	PEOPLE SEARCH PROGRAM
34254	LF AMBULANCE SERVICE	09/01/19	\$ 28,750.00	4TH QTR PAYMENT-JULY/AUG/SEPT
34255	LOS FRESNOS BOYS & GIRLS	09/01/19	\$ 15,000.00	4TH QTR PAYMENT-JULY/AUG/SEPT
34256	LF CHAMBER OF COMMERCE	09/01/19	\$ 2,850.00	SEPT 2019-SERVICE AGREEMENT
34257	LOS FRESNOS NEWS	VARIOUS	\$ 962.00	ADS-BIDS/TAX NOTICE/ORDINANCE/BUDGET/HEALTH
34258	LF VOLUNTEER FIRE DEPT	09/01/19	\$ 21,250.00	4TH QTR PAYMENT-JULY/AUG/SEPT
34259	LUIS RAMOS	08/30/19	\$ 10,466.98	AUG 2019-CUSTOMER SERVICE INSPECTIONS
34260	MARK MILUM	VARIOUS	\$ 325.00	RENTAL DEP REFUND/REIMBURSEMENT-GIFT CARD
34261	MCDONALD'S	VARIOUS	\$ 84.00	NOV/MAY/AUG- PRISONER MEALS
34262	O'REILLY AUTO	07/31/19	\$ 27.04	AUG 2019-SUPPLIES FOR MAINTENANCE
34263	PET WELLNESS CENTER	09/03/19	\$ 107.10	TRANQUILIZER-ANIMAL CONTROL
34264	PETTY CASH	VARIOUS	\$ 168.49	WALMART-FRUIT-CITY EMPLOYEES/4 UNIT REGISTR
34265	PITNEY BOWES	08/30/19	\$ 149.13	POSTAGE METER RENTAL
34266	PRECISION PLUMBING	09/11/19	\$ 850.00	INSTALL TAMPER PROOF WS UNIT-CELL IMPROVEM
34267	SAN BENITO NEWS	08/31/19	\$ 132.00	AD-FOOTBALL PREVIEW
34268	SMARTCOM TELEPHONE	09/08/19	\$ 483.42	INTERNET SERVICE-PD/CH/COURT/PHONE-POLICE C
34269	STAFF FORCE	VARIOUS	\$ 2,760.80	CONTRACT LABOR-WEEKENDING 8/25,9/1/19
34270	VALLEY SOLVENT	09/05/19	\$ 976.00	SODIUM HYPOCHLORITE-POOL
34271	VALLEY TROPHIES LLC	09/05/19	\$ 70.50	DESK CLOCK-COUNCIL MEMBER-SWAIN REAL
34272	WALMART	08/02/19	\$ 17.76	EMPLOYEE BIRTHDAY CELEBRATION
34273	ZARSKY LUMBER	08/30/19	\$ 516.74	AUG 2019-SUPPLIES FOR MAINTENANCE
34274	FIRESTONE BFS RETAIL	09/16/19	\$ 221.98	REISSUE CHECK LOST IN THE MAIL
34275	DALLAS MARTY VILLARREAL	09/27/19	\$ 50.00	RENTAL DEPOSIT REFUND-LF COMMUNITY PARK 9/1
34276	HERLINDA DUARTE	09/27/19	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 9/1
34277	LORENA MORAN	08/30/19	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 9/1
34278	MANUEL GONZALEZ	08/30/19	\$ 50.00	RENTAL DEPOSIT REFUND LF MEMO

Attachment: CC FINANCIAL SEPTEMBER REPORT (3221 : Financial Report)

34279	MAXIMILIANO VILLANUEVA	08/30/19	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 9/
34280	LINDA ROSEVELT	08/30/19	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 9/
34281	A&M AUTOMOTIVE	09/24/19	\$ 7.00	STATE INSPECTION RD-141
34282	AEP	07/12/19	\$ 375.00	RENTAL FEE 7/1/19-6/30/20
34283	ALLIED WASTE SERVICES	08/15/19	\$ 863.51	ROLL OFF/PICK UP SERVICES
34284	AMAZON.COM	VARIOUS	\$ 715.17	POOL THERM/ELECTRIC LIGHTS TIMER/CHAIRS-DISF
34285	AMCHEM	09/23/19	\$ 2,313.25	POOL CHEMICALS
34286	ARCHER BUSINESS	09/08/19	\$ 126.69	COPIER METER READING-COURT
34287	AT&T MOBILITY	09/01/19	\$ 1,077.66	MOBILE PHONE SVC-PD/CITY HALL/COURT/CODE/HE
34288	BAKER & TAYLOR BOOKS	09/20/19	\$ 2,128.56	BOOK LEASE PROGRAM RENEWAL-LIBRARY
34289	CAMERON COUNTY TAX	09/24/19	\$ 7.50	VEHICLE REGISTRATION RD-141
34290	CDC	09/27/19	\$ 35,416.87	TAX ALLOCATION END 9/10/19
34291	CDW GOVERNMENT	VARIOUS	\$ 11,106.04	SERVER/RACKS/FANS/TVS-TV MOUNTS/POWER STR
34292	CHOCO'S TIRE SHOP	09/20/19	\$ 30.00	REPLACE MOUNTING BOLTS ON JOHN DEER
34293	CHRISTINE MARTINEZ	09/19/19	\$ 11.77	REIMBURSE MILEAGE-PICK UP SPEAKER-GUITAR CE
34294	CINTAS CORPORATION	09/03/19	\$ 121.13	MEDICAL SUPPLIES-POLICE DEPT
34295	CRYSTAL CLEAR WATER	09/12/19	\$ 228.65	WATER COOLER FILTER REPLACEMENT-CITY HALL
34296	DIGITAL MAP PRODUCTS	09/24/19	\$ 3,600.00	DIGITAL MAP SERVICE
34297	ENRIQUE JUAREZ	09/27/19	\$ 2,000.00	SEPT 2019-ATTORNEY FEES
34298	FEDERAL EXPRESS	VARIOUS	\$ 54.16	DELIVERIES-TX MUNICIPAL CLERK/GT DISTRIBUTOR
34299	FIRST COMMUNITY BANK	VARIOUS	\$ 412.60	BANK FEES/HOTEL-SILSBEE/REGISTRATION-TMCCP
34300	FOREMOST TELECOM	09/15/19	\$ 80.42	INTERNET SERVICE-LIBRARY
34301	FUELMAN	VARIOUS	\$ 1,616.09	FUEL FOR ENVIRONMENTAL/PD/STREET DEPT VEHIC
34302	GC TRUCKING	09/11/19	\$ 1,300.00	DIRT FOR SHOOTING RANGE UPGRADE
34303	HECTOR'S MUFFLER	VARIOUS	\$ 90.00	OIL CHANGES- PD UNITS
34304	HOME DEPOT	08/13/19	\$ 16.64	POOL SUPPLIES
34305	HUGHES NETWORK	09/04/19	\$ 112.41	SATELLITE INTERNET-EOC
34306	LINEBARGER GOGGAN BLAIR	09/27/19	\$ 3,631.84	AUG 2019-COLLECTION FEES
34307	MAXIMINO TORRES	VARIOUS	\$ 838.00	LOT MOWING/VEHICLE CLEANING-PD/CODE/PARKS/
34308	MAXIMINO TORRES	VARIOUS	VOID	VOIDED CHECK-CONTINUED CHECK
34309	MAXIMINO TORRES	VARIOUS	VOID	VOIDED CHECK-CONTINUED CHECK
34310	MCDONALD'S	VARIOUS	\$ 149.00	FEB/MARCH/JULY 2019-PRISONER MEALS
34311	NFPA	09/07/19	\$ 524.95	FIRE PREVENTION WEEK SUPPLIES
34312	O'REILLY AUTO	VARIOUS	\$ 115.29	SEPT 2019-SUPPLIES FOR MAINTENANCE
34313	OFFICE DEPOT	VARIOUS	\$ 2,027.45	OFFICE SUPPLIES-POLICE DEPT
34314	PETTY CASH	08/29/19	\$ 40.00	MEALS-GENERATOR DELIVERY
34315	RATES/RGV	09/16/19	\$ 11,992.00	TASK FORCE MEMBERSHIP FEE
34316	SANCHEZ TIRE SHOP	09/18/19	\$ 10.00	INSTALL AND BALANCE TIRES-PD UNIT
34317	SOUTH TEXAS SCHOOL	09/23/19	\$ 14,100.00	COMPUTER LAB REMODEL-LIBRARY
34318	STAFF FORCE	VARIOUS	\$ 2,479.40	CONTRACT LABOR-WEEKENDING 9/8,9/15/19
34319	STAPLES	VARIOUS	\$ 483.27	OFFICE SUPPLIES-CITY HALL/COURT
34320	SUSANA ESCOBEDO	09/19/19	\$ 39.03	REIMBURSE MILEAGE-READING OUTREACH
34321	THE FLOWER GALLERY	09/23/19	\$ 50.00	FLOWERS-J.MORALES-BABY
34322	TIME WARNER CABLE	09/06/19	\$ 8.10	CABLE SERVICE-LIBRARY
34323	TYLER TECHNOLOGIES	09/17/19	\$ 1,070.00	PRINTER PAPER-TICKET WRITERS
34324	VEAE SERVICES	VARIOUS	\$ 1,271.19	PHONE SERVICE-CITY BUILDINGS/CONDUIT/EMERGE
34325	WALMART	VARIOUS	\$ 180.49	PAPER BAGS-JAIL/DOG BOWLS-KENNEL/EMPLOYEE
34326	XEROX FINANCIAL	09/10/19	\$ 280.25	COPIER LEASE-LIBRARY
		TOTAL	\$ 434,776.29	

Attachment: CC FINANCIAL SEPTEMBER REPORT (3221 : Financial Report)

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

01 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
00-PROPERTY TAXES	1,467,350	20,279.76	1,477,559.62	0.00 (10,209.62)	100.70
30-NONPROPERTY TAXES	1,605,093	130,710.89	1,606,729.39	0.00 (1,636.39)	100.10
07-POLICE	547,030	56,464.21	588,560.06	0.00 (41,530.06)	107.59
10-HEALTH	7,800	420.00	13,465.00	0.00 (5,665.00)	172.63
12-GARBAGE	131,000	43,062.23	178,916.52	0.00 (47,916.52)	136.58
15-PARKS	14,500	392.00	18,427.00	0.00 (3,927.00)	127.08
16-LIBRARY	12,000	821.20	11,099.42	0.00	900.58	92.50
44-Misc Revenue	25,270	825.00	25,112.90	0.00	157.10	99.38
90-REIMBURSABLES	318,519	38,105.00	317,486.08	0.00	1,032.52	99.68
TOTAL REVENUES	4,128,562	291,080.29	4,237,355.99	0.00 (108,794.39)	102.64
<u>EXPENDITURE SUMMARY</u>						
02-ADMINISTRATION	561,384	25,418.55	513,272.25	4,009.24	44,102.11	92.14
03-MUNICIPAL COURT	229,740	13,771.75	199,114.70	350.65	30,274.65	86.82
04-TAX ASSESSOR COLLECTOR	39,737	43.52	38,735.05	0.00	1,001.95	97.48
06-ELECTIONS	18,098	0.00	13,434.27	0.00	4,663.73	74.23
07-POLICE	1,724,324	113,943.28	1,478,890.71	123,897.94	121,535.71	92.95
08-FIRE	122,457	22,245.86	133,007.68	0.00 (10,551.12)	108.62
09-ENGINEERING	65,000	0.00	81,929.13	0.00 (16,929.13)	126.04
10-HEALTH	103,939	9,164.16	84,841.74	1,841.86	17,255.36	83.40
11-EMERGENCY MEDICAL SERV	152,957	28,796.45	163,685.96	0.00 (10,728.86)	107.01
12-GARBAGE	5,500	0.00	4,186.57	0.00	1,313.43	76.12
13-STORM WATER	22,500	11,992.00	20,258.53	0.00	2,241.47	90.04
14-STREETS	328,376	3,074.79	313,860.76	180.10	14,335.62	95.63
15-PARKS	306,891	24,270.95	295,722.01	8,525.06	2,643.75	99.14
16-LIBRARY	198,489	26,578.73	169,159.98	23,000.00	6,329.16	96.81
17-COMMUNITY CENTER	13,661	603.91	9,938.08	106.20	3,616.72	73.53
18-EMERGENCY MANAGEMENT	42,000	688.50	46,842.07	0.00 (4,842.07)	111.53
19-ALL DEPARTMENT EXPENS	14,600	0.00	15,317.93	0.00 (717.93)	104.92
21-CITY PROMOTION	4,500	0.00	3,000.00	0.00	1,500.00	66.67
23-DSRIP-COMMUNITY HEALT	63,300	4,163.35	49,711.91	1,965.68	11,622.41	81.64
24-MENTAL TASK FORCE PRO	62,831	5,548.88	63,150.75	0.00 (319.75)	100.51
28-INFORMATION TECHNOLOG	64,953	13,272.92	42,981.85	19,007.01	2,964.14	95.44
22-TRANSFERS	0	0.00	56,586.72	0.00 (56,586.72)	0.00
TOTAL EXPENDITURES	4,145,237	303,577.60	3,797,628.65	182,883.74	164,724.63	96.03
REVENUE OVER/(UNDER) EXPENDITURES	(16,675)	(12,497.31)	439,727.34	(182,883.74)	(273,519.02)	1,540.25-

CHECKLIST FOR WATER & SEWER				SEPTEMBER 2019
CK #	VENDOR NAME	Inv.Date	Amount	Description
412	CITY OF L.F. PAYROLL ACCT	09/05/19	\$ 33,755.26	DUE TO PAYROLL #24 9/6/19
428	CITY OF L.F. PAYROLL ACCT	09/19/19	\$ 34,805.28	DUE TO PAYROLL #25 9/20/19
148820	AQUA METRIC SALES	08/30/19	\$ 2,121.80	IPEARL WATER METERS
148821	CCID #6	09/03/19	\$ 2,653.85	APRIL 2019-RAW WATER
148822	CHEMTEX INDUSTRIES	09/06/19	\$ 155.00	LIFT STATION ODOR CONTROL
148823	CHEMTRADE CHEMICALS	08/20/19	\$ 2,863.13	LAS CHEMICALS
148824	CINTAS CORPORATION	VARIOUS	\$ 1,661.47	CLEANING OF WATER/SEWER UNIFORMS
148825	CINTAS CORPORATION	09/03/19	\$ 168.03	MEDICAL SUPPLIES-PUBLIC WORKS
148826	COMPUTER SUPPLIES	08/29/19	\$ 1,859.66	UTILITY BILLS
148827	EAST RIO HONDO WATER	09/13/19	\$ 962.09	SEPT 2019-ERH SETTLEMENT
148828	EDWARD'S PEST MANAGEMENT	09/05/19	\$ 29.00	PEST CONTROL-SERVICE CENTER
148829	FUELMAN	VARIOUS	\$ 776.87	FUEL FOR WATER/SEWER VEHICLES
148830	HANSON PROFESSIONAL	08/10/19	\$ 10,344.00	ENGINEERING-WWTP HEADWORKS IMPROVEMENT
148831	HECTOR'S MUFFLER	08/31/19	\$ 55.00	WELDING-SEWER PIPE
148832	INTEGRITY TESTING	08/30/19	\$ 776.00	AUG 2019-SEWER PLANT TESTING
148833	LOS FRESNOS NEWS	VARIOUS	\$ 273.00	ADS-BIDS/ORDINANCE
148834	LUIS MASCORRO	09/05/19	\$ 625.00	LIFT STATION/WWTP ELECTRICAL REPAIRS
148835	NEW CORE	VARIOUS	\$ 575.00	REPLACEMENT BALL BEARINGS-WWTP BLOWER/ELECTRICAL
148836	PRAXAIR	08/21/19	\$ 39.56	CHEMICAL CYLINDER RENTAL
148837	RIO GRANDE VALLEY INDUS	09/03/19	\$ 23,400.00	N.AERATOR SHAFT AND GEARBOX REPLACEMENT
148838	SMARTCOM TELEPHONE	09/08/19	\$ 141.64	INTERNET SERVICE-WATER/SEWER DEPT
148839	STAFF FORCE INC	VARIOUS	\$ 1,517.60	CONTRACT LABOR-WEEKENDING 8/25,9/1/19
148840	TOWN OF INDIAN LAKE	08/31/19	\$ 1,151.17	AUG 2019-SOUTHMOST WATER
148841	TYLER TECHNOLOGIES	09/01/19	\$ 1,204.55	ACUCORP ACUSERVER/SENSUS-UTILITY INTERFACE
148842	WALMART	07/26/19	\$ 59.92	NETS FOR GREASE REMOVAL
148843	ZARSKY LUMBER	08/30/19	\$ 545.01	AUG 2019-SUPPLIES FOR MAINTENANCE
	CHECK 148844			UTILITY DEPOSIT REFUND CHECK
148845	FASTSIGNS	09/16/19	\$ 268.80	VEHICLE DECALS-CITY LOGO
	CHECK 148846			UTILITY DEPOSIT REFUND CHECK
148847	A&M AUTOMOTIVE	09/19/19	\$ 7.00	STATE INSPECTION-WS-131
148848	AGUAWORKS	VARIOUS	\$ 567.43	SUPPLIES FOR WATER CONNECTIONS
148849	AMAZON.COM	08/09/19	\$ 50.58	SPIDER COUPLING-TRASH PUMP
148850	ANA-LAB	09/20/19	\$ 134.00	WATER TESTING-TOC/RAW/COMBINED SAMPLES
148851	AT&T MOBILITY	09/01/19	\$ 251.47	MOBILE PHONE SERVICE-WATER/SEWER DEPT
148852	CAMERON COUNTY TAX	09/24/19	\$ 7.50	VEHICLE REGISTRATION WS-131
148853	CDW GOVERNMENT	VARIOUS	\$ 11,106.03	SERVER/RACKS/FANS/TVS-TV MOUNTS/POWER STRIPS
148854	CDW GOVERNMENT	VARIOUS	VOID	VOIDED CHECK-CONTINUED CHECK
148855	CORE & MAIN	09/13/19	\$ 232.50	MANHOLE RING & COVER-HENDERSON RD
148856	DEPT OF STATE HEALTH SERV	09/04/19	\$ 55.12	TCEQ WATER SAMPLE
148857	DEPT OF STATE HEALTH SERV	09/04/19	\$ 52.92	ROUTINE WATER SAMPLES
148858	DIRECT ENERGY	08/28/19	\$ 9,062.95	ELEC-WATER/SEWER DEPT
148859	DIRECT ENERGY	08/28/19	VOID	VOIDED CHECK-CONTINUED CHECK
148860	EAST RIO HONDO WATER	09/13/19	\$ 281.40	WATER SERVICE-EDAP LIFT STATIONS
148861	FEDERAL EXPRESS	09/12/19	\$ 83.19	DELIVERY-NORTON ROSE FULBRITE
148862	FIRST COMMUNITY BANK	VARIOUS	\$ 5.25	SERVICE FEES
148863	FUELMAN	VARIOUS	\$ 395.54	FUEL FOR WATER/SEWER VEHICLES
148864	HACH CHEMICAL	VARIOUS	\$ 559.52	CHEMKEYS
148865	HOME DEPOT	08/23/19	\$ 334.92	PAINT SPRAYER/PAINT
148866	HUTHER & ASSOCIATES	09/17/19	\$ 1,100.00	3RD QTR BIOMONITORING TESTS
148867	INTEGRITY TESTING	07/30/19	\$ 970.00	JULY 2019 SEWER PLANT TESTING
148868	LUIS MASCORRO	VARIOUS	\$ 675.00	LIFT STATION/CLARIFIER ELECTRICAL REPAIRS
148869	MAGIC VALLEY ELEC	09/16/19	\$ 63.50	ELEC-LIFT STATION-CACTUS RD
148870	MAXIMINO TORRES	09/27/19	\$ 166.00	CLEANING-W/S VEHICLES
148871	O'REILLY AUTO	VARIOUS	\$ 745.94	AUG 2019-SUPPLIES FOR MAINT
148872	O'REILLY AUTO	VARIOUS	VOID	VOIDED CHECK-CONTINUED CHECK
148873	SANCHEZ TIRE SHOP	09/23/19	\$ 5.00	FLAT REPAIR WS-061
148874	STAFF FORCE INC	VARIOUS	\$ 1,201.20	CONTRACT LABOR-WEEKENDING 9/8,9/15/19
148875	STAPLES	VARIOUS	\$ 263.28	OFFICE SUPPLIES
148876	VEAE SERVICES	VARIOUS	\$ 826.54	PHONE SERVICE-WATER/SEWER DEPT/CONDUIT/EMER
148877	WALMART	09/25/19	\$ 5.64	DISTILLED WATER
	CHECKS 148878-148892			UTILITY DEPOSIT REFUND CHECKS
		TOTAL	\$ 151,997.11	

Attachment: CC FINANCIAL SEPTEMBER REPORT (3221 : Financial Report)

UTILITY DEPOSIT REFUND CHECKS				
148844	CISNEROS, VIOLA	09/13/19	\$ 0.96	ACCT #03-16573-01 UTILITY DEPOSIT REFUND
148846	PASTRANA, BEATRIZ	09/18/19	\$ 117.33	ACCT #02-04068-05 UTILITY DEPOSIT REFUND
148878	VARA, PETE	09/27/19	\$ 20.96	ACCT #01-01250-03 UTILITY DEPOSIT REFUND
148879	REED, CECIL RAY	09/27/19	\$ 48.87	ACCT #01-03730-11 UTILITY DEPOSIT REFUND
148880	GARCIA, LINDA S	09/27/19	\$ 107.13	ACCT #01-03900-00 UTILITY DEPOSIT REFUND
148881	LOO, ESMERALDA	09/27/19	\$ 62.98	ACCT #02-03520-10 UTILITY DEPOSIT REFUND
148882	DIAZ, IVAN	09/27/19	\$ 70.27	ACCT #02-06700-02 UTILITY DEPOSIT REFUND
148883	DELGADO ECONOMIC HOMES	09/27/19	\$ 19.58	ACCT #02-09490-00 UTILITY DEPOSIT REFUND
148884	LOS FRESNOS FRAME HOMES	09/27/19	\$ 99.50	ACCT #02-17202-00 UTILITY DEPOSIT REFUND
148885	GONZALEZ, JOSE E	09/27/19	\$ 74.80	ACCT #02-18800-04 UTILITY DEPOSIT REFUND
148886	TORRES, PEDRO	09/27/19	\$ 120.25	ACCT #02-19110-05 UTILITY DEPOSIT REFUND
148887	RAMIREZ, CLARISSA	09/27/19	\$ 104.26	ACCT #03-04340-07 UTILITY DEPOSIT REFUND
148888	ARREDONDO, ELOY	09/27/19	\$ 83.07	ACCT #03-07710-04 UTILITY DEPOSIT REFUND
148889	LUCERO, STEVEN	09/27/19	\$ 104.58	ACCT #03-14909-03 UTILITY DEPOSIT REFUND
148890	DISHMAN, HILL	09/27/19	\$ 41.95	ACCT #04-02104-00 UTILITY DEPOSIT REFUND
148891	GARCIA, SONIA	09/27/19	\$ 50.00	ACCT #05-10770-00 UTILITY DEPOSIT REFUND
148892	KIFFE, HELEN	09/27/19	\$ 50.00	ACCT #05-32494-00 UTILITY DEPOSIT REFUND
		TOTAL	\$ 1,176.49	

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

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05 - UTILITY FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
00-REVENUES	2,718,750	207,584.36	2,732,641.38	0.00 (13,891.38)	100.51
44-MISCELLANEOUS INCOME	0 (461.16)	4,322.96	0.00 (4,322.96)	0.00
TOTAL REVENUES	2,718,750	207,123.20	2,736,964.34	0.00 (18,214.34)	100.67
<u>EXPENDITURE SUMMARY</u>						
02-WATER ADMINISTRATION	577,634	35,165.76	507,449.07	19,903.08	50,282.22	91.30
05-INFORMATION TECHNOLOG	32,477	6,636.46	21,396.23	9,247.38	1,832.91	94.36
26-WATER SUPPLIES	132,000	1,707.78	128,158.18	2,672.69	1,169.13	99.11
27-MAINTENANCE OF WATER S	10,158	197.03	7,511.15	327.00	2,319.85	77.16
28-MAINTENANCE OF WATER E	48,816	90.25	41,793.28	5,573.12	1,449.60	97.03
29-WATER PURCHASES	38,138	2,653.85	34,734.04	0.00	3,403.96	91.07
30-WATER MISCELLANEOUS EX	469,733	836.01	151,754.28	47,515.72	270,463.00	42.42
20-CAPITAL OUTLAY	17,500	0.00	60,029.99	0.00 (42,529.99)	343.03
32-WATER BONDED INDEBTEDN	174,594	0.00	141,701.44	0.00	32,892.56	81.16
34-SEWER ADMINISTRATION	741,239	35,241.88	680,726.65	20,145.00	40,367.72	94.55
35-INFORMATION TECHNOLOG	32,252	6,636.45	21,396.20	9,509.79	1,346.03	95.83
36-SEWER SUPPLIES	72,211	1,549.32	62,979.81	3,447.00	5,784.19	91.99
37-MAINTENANCE OF SEWER S	11,374	155.00	11,482.92	299.40 (408.32)	103.59
38-MAINTENANCE OF SEWER E	80,514	25,600.25	100,568.56	122.20 (20,176.76)	125.06
39-SEWER MISC. EXPENSES	537,650	368.54	59,482.99	0.00	478,167.01	11.06
41-SEWER BONDED INDEBTEDN	61,473	0.00	18,472.60	0.00	43,000.00	30.05
52-TRANSFER OUT	495,988	0.00	496,538.30	0.00 (550.55)	100.11
TOTAL EXPENDITURES	3,533,751	116,838.58	2,546,175.69	118,762.38	868,812.56	75.41
REVENUE OVER/(UNDER) EXPENDITURES	(815,001)	90,284.62	190,788.65 (118,762.38) (887,026.90)	8.84-

Attachment: CC FINANCIAL SEPTEMBER REPORT (3221 : Financial Report)

[illegible]

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

09 -COMMUNITY DEVELOPMENT COR
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
52-CDC DISBURSEMENTS	351,250	35,416.87	409,717.06	0.00	(58,467.06)	116.65
TOTAL REVENUES	351,250	35,416.87	409,717.06	0.00	(58,467.06)	116.65
<u>EXPENDITURE SUMMARY</u>						
52-CDC DISBURSEMENTS	351,250	5,407.48	263,770.35	100,000.00	(12,520.37)	103.56
TOTAL EXPENDITURES	351,250	5,407.48	263,770.35	100,000.00	(12,520.37)	103.56
REVENUE OVER/(UNDER) EXPENDITURES	0	30,009.39	145,946.71	(100,000.00)	(45,946.69)	3,550.00

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

09 -COMMUNITY DEVELOPMENT COR

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<hr/>						
52-CDC DISBURSEMENTS =====						
10-NON-CATEGORIZED						
09-452-1010 SALES TAX	350,000	35,416.87	406,114.01	0.00 (56,114.01)	116.03
09-452-1050 INTEREST EARNED	1,250	0.00	3,603.05	0.00 (2,353.05)	288.24
TOTAL 10-NON-CATEGORIZED	351,250	35,416.87	409,717.06	0.00 (58,467.06)	116.65
11-NON-CATEGORIZED						
99-OTHER REVENUE						
TOTAL 52-CDC DISBURSEMENTS	351,250	35,416.87	409,717.06	0.00 (58,467.06)	116.65
44-MISCELLANEOUS INCOME =====						
10-NON-CATEGORIZED						
TOTAL REVENUE	351,250	35,416.87	409,717.06	0.00 (58,467.06)	116.65

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

09 -COMMUNITY DEVELOPMENT COR
DEPARTMENT - 52-CDC DISBURSEMENTS

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>01-SALARIES</u>						
09-552-01100 SALARIES	3,090	607.50	3,040.00	0.00	50.00	98.38
TOTAL 01-SALARIES	3,090	607.50	3,040.00	0.00	50.00	98.38
<u>02-EMPLOYEE BENEFITS</u>						
09-552-02100 FICA EXPENSE	192	37.67	188.49	0.00	3.51	98.17
09-552-02105 MEDICARE EXPENSE	45	8.81	44.09	0.00	0.91	97.98
09-552-02107 TWC EXPENSE	270	0.61	3.06	0.00	266.94	1.13
09-552-02160 WORKER'S COMP	14	1.94	9.72	0.00	4.28	69.43
TOTAL 02-EMPLOYEE BENEFITS	521	49.03	245.36	0.00	275.64	47.09
<u>03-CONTRACT LABOR</u>						
09-552-03110 ATTORNEY	500	0.00	0.00	0.00	500.00	0.00
09-552-03115 AUDITOR	5,550	0.00	4,000.00	0.00	1,550.00	72.07
09-552-03120 PROFESSIONAL SERVICES	26,400	2,030.76	26,400.00	0.00	0.00	100.00
TOTAL 03-CONTRACT LABOR	32,450	2,030.76	30,400.00	0.00	2,050.00	93.68
<u>04-SUPPLIES</u>						
09-552-04100 OFFICE SUPPLIES & PRINTING	2,500	278.50	2,418.90	0.00	81.10	96.76
TOTAL 04-SUPPLIES	2,500	278.50	2,418.90	0.00	81.10	96.76
<u>05-UTILITIES</u>						
<u>06-ADVERTISING</u>						
09-552-06100 CITY PROMOTION	29,250	0.00	34,001.30	0.00	(4,751.30)	116.24
09-552-06120 ADVERTISING	7,450	270.00	7,952.00	0.00	(502.00)	106.74
TOTAL 06-ADVERTISING	36,700	270.00	41,953.30	0.00	(5,253.30)	114.31
<u>09-TRAVEL & SCHOOL</u>						
09-552-09100 TRAVEL/SEMINARS	300	88.74	345.68	0.00	(45.68)	115.23
TOTAL 09-TRAVEL & SCHOOL	300	88.74	345.68	0.00	(45.68)	115.23
<u>10-DUES & MEMBERSHIPS</u>						
09-552-10100 DUES & MEMBERSHIPS	2,000	82.95	1,065.40	0.00	934.60	53.27
TOTAL 10-DUES & MEMBERSHIPS	2,000	82.95	1,065.40	0.00	934.60	53.27
<u>11-MAINTENANCE</u>						
09-552-11150 SPECIAL PROJECTS	93,094	2,000.00	103,896.73	0.00	(10,802.73)	111.60
TOTAL 11-MAINTENANCE	93,094	2,000.00	103,896.73	0.00	(10,802.73)	111.60

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

09 -COMMUNITY DEVELOPMENT COR
DEPARTMENT - 52-CDC DISBURSEMENTS

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>12-INSURANCE</u>						
09-552-12100 INSURANCE	295	0.00	294.98	0.00	0.00	100.00
TOTAL 12-INSURANCE	295	0.00	294.98	0.00	0.00	100.00
<u>13-EQUIPMENT</u>						
09-552-13500 CAPITAL OUTLAY	100,000	0.00	0.00	100,000.00	0.00	100.00
TOTAL 13-EQUIPMENT	100,000	0.00	0.00	100,000.00	0.00	100.00
<u>14-COMPUTER SOFTWARE</u>						
<u>30-NON-SPECIFIC</u>						
09-552-30100 BUSINESS INCENTIVE PROGRAM	20,000	0.00	20,110.00	0.00	(110.00)	100.55
09-552-30130 GENERAL FUND ADMIN	15,000	0.00	15,000.00	0.00	0.00	100.00
09-552-30131 TRANSFER DEBT SERVICE I&S	45,000	0.00	45,000.00	0.00	0.00	100.00
TOTAL 30-NON-SPECIFIC	80,000	0.00	80,110.00	0.00	(110.00)	100.14
<u>40-NON-SPECIFIC</u>						
<u>80-BOND PAYMENTS</u>						
<u>99-MISCELLANEOUS & CONTIN</u>						
09-552-99100 MISCELLANEOUS	300	0.00	0.00	0.00	300.00	0.00
TOTAL 99-MISCELLANEOUS & CONTIN	300	0.00	0.00	0.00	300.00	0.00
TOTAL 52-CDC DISBURSEMENTS	351,250	5,407.48	263,770.35	100,000.00	(12,520.37)	103.56
	=====	=====	=====	=====	=====	=====

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

09 -COMMUNITY DEVELOPMENT COR
DEPARTMENT - 99-Capital Outlay

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
99-MISCELLANEOUS & CONTIN	=====	=====	=====	=====	=====	=====

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2019

09 -COMMUNITY DEVELOPMENT COR
DEPARTMENT - 53-CDC BOND DISBURSEMENTS

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>11-MAINTENANCE</u>						
<u>30-NON-SPECIFIC</u>						
TOTAL EXPENDITURES	351,250	5,407.48	263,770.35	100,000.00	(12,520.37)	103.56
REVENUE OVER/(UNDER) EXPENDITURES	0	30,009.39	145,946.71	(100,000.00)	(45,946.69)	3,550.00

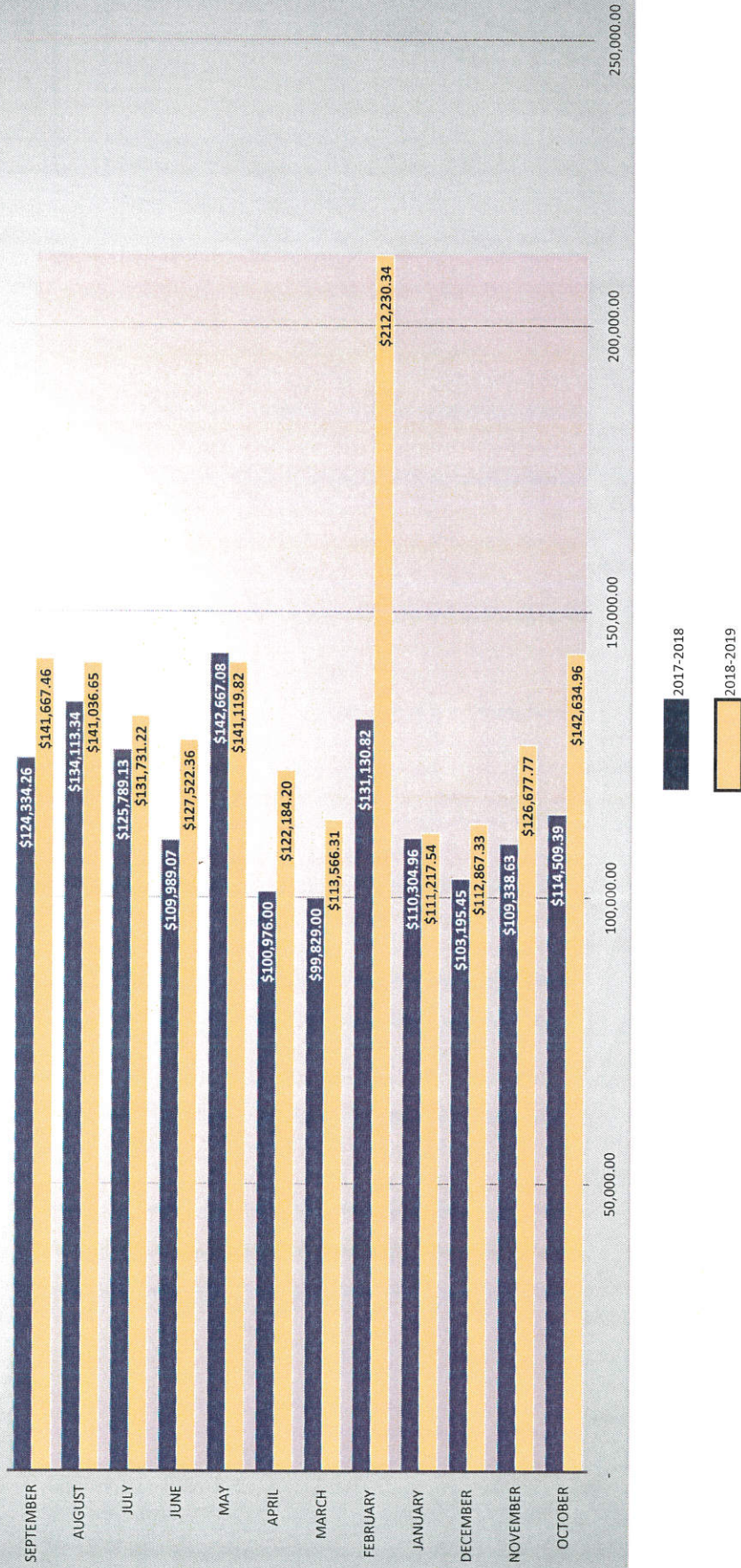
Sales Tax Report FY18-19

	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
	FY17-18	FY16-17	Inc(Dec) (\$)	Inc(Dec) (%)	FY17-18	FY16-17	Inc(Dec) (\$)	Inc(Dec) (%)	FY17-18	FY16-17	Inc(Dec) (\$)	Inc(Dec) (%)
<u>Paid</u>												
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%
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%
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%
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%
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%
March	99,829.00	92,985.80	6,843.20	7.36%	74,871.75	69,739.35	5,132.40	7.36%	24,957.25	23,246.45	1,710.80	7.36%
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%
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%
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%
July	125,789.13	128,747.63	(2,958.50)	-2.30%	94,341.85	96,560.72	(2,218.88)	-2.30%	31,447.28	32,186.91	(739.63)	-2.30%
August	134,113.34	114,408.47	19,704.87	17.22%	100,585.01	85,806.35	14,778.65	17.22%	33,528.34	28,602.12	4,926.22	17.22%
September	124,334.26	121,504.14	2,830.12	2.33%	93,250.70	91,128.11	2,122.59	2.33%	31,083.57	30,376.04	707.53	2.33%
TOTAL SALES ACTIVITIES	\$ 1,406,177.13	\$ 1,335,733.05	\$ 74,331.35	5.27%	\$ 1,054,632.85	\$ 1,001,799.79	\$ 55,748.51	5.27%	\$ 351,544.28	\$ 333,933.26	\$ 18,582.84	5.27%

	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
	FY18-19	FY17-18	Inc(Dec) (\$)	Inc(Dec) (%)	FY18-19	FY17-18	Inc(Dec) (\$)	Inc(Dec) (%)	FY18-19	FY17-18	Inc(Dec) (\$)	Inc(Dec) (%)
<u>Paid</u>												
October	142,634.96	114,509.39	28,125.57	24.56%	106,976.22	85,882.04	21,094.18	24.56%	35,658.74	28,627.35	7,031.39	24.56%
November	126,677.77	109,338.63	17,339.14	15.86%	95,008.33	82,003.97	13,004.36	15.86%	31,669.44	27,334.66	4,334.79	15.86%
December	112,867.33	103,195.45	9,671.88	9.37%	84,650.50	77,396.59	7,253.91	9.37%	28,216.83	25,798.86	2,417.97	9.37%
January	111,217.54	110,304.96	912.58	0.83%	83,413.16	82,728.72	684.43	0.83%	27,804.39	27,576.24	228.14	0.83%
February	212,230.34	131,130.82	81,099.52	61.85%	159,172.76	98,348.12	60,824.64	61.85%	53,057.59	32,782.71	20,274.88	61.85%
March	113,566.31	99,829.00	13,737.31	13.76%	85,174.73	74,871.75	10,302.98	13.76%	28,391.58	24,957.25	3,434.33	13.76%
April	122,184.20	100,976.00	21,208.20	21.00%	91,638.15	75,732.00	15,906.15	21.00%	30,546.05	25,244.00	5,302.05	21.00%
May	141,119.82	142,667.08	(1,547.26)	-1.08%	105,839.87	107,000.31	(1,160.44)	-1.08%	35,279.96	35,666.77	(386.81)	-1.08%
June	127,522.36	109,989.07	17,533.29	15.94%	95,641.77	82,491.80	13,149.97	15.94%	31,880.59	27,497.27	4,383.32	15.94%
July	131,731.22	125,789.13	5,942.09	4.72%	98,798.42	94,341.85	4,456.57	4.72%	32,932.81	31,447.28	1,485.52	4.72%
August	141,036.65	134,113.34	6,923.31	5.16%	100,585.01	100,585.01	5,192.48	5.16%	35,259.16	33,528.34	1,730.83	5.16%
September	141,667.46	124,334.26	17,333.20	13.94%	106,250.59	93,250.70	12,999.90	13.94%	35,416.86	31,083.57	4,333.30	13.94%
TOTAL SALES ACTIVITIES	\$ 1,624,455.96	\$ 1,406,177.13	\$ 218,278.83	15.52%	\$ 1,218,341.97	\$ 1,054,632.85	\$ 163,709.12	15.52%	\$ 406,113.99	\$ 351,544.28	\$ 54,569.71	15.52%

**** Sales Tax Amount may be adjusted at the end of the year based on actuals sales activity amounts.

Sales Tax Revenue Comparison



City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 3222

SCHEDULED

ACTION ITEM (ID # 3222)

**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 September 2019

Water Treatment Plant

Total Output: 18,490,329
Daily Average: 616,344
% of Capacity: 61.6%

Waste Water Treatment Plant

Total Output: 16,785,000
Daily Average: 559,500
% of Capacity: 56.0%

CITY OF LOS FRESNOS

PUBLIC WORKS DEPARTMENT

MONTHLY REPORT

SEPTEMBER 2019

CALLS FOR SERVICE	MONTH TOTAL	YEAR TO DATE
Service Connects/Disconnects	68	774
Rereads/Meter Info	61	778
Water Taps	1	13
Sewer Taps	0	8
Change Meter	16	91
Service Check for Water Leak at Account	6	71
Repaired Leak	3	23
Call for Sewer Stoppage	2	60
City Sewer Lines Unstopped	2	47
Code Enforcement/Other	1	27
Garbage Collection	23	483
Pothole Repairs	105	1307
Street Repairs	0	0
Street Sign Replacement/Repaired	4	195
Asphalt Used (ton)	2	16.17
Gravel Used (ton)	2	15
Fire Hydrants Flushed and Oiled	7	301
Fire Hydrants Repaired	0	6
Valves Repaired	0	2
Manholes Cleaned/Repaired	6	36


Carlos Salazar, Director of Public Works

**City of Los Fresnos
Recycling Program
Total Number of Guest
September 2019**

Date	Tuesdays at Memorial Park 7 am - 11 am
09/03/19	14
09/10/19	30
09/17/19	25
09/24/19	30
Totals	99

Date	Thursdays at Wal-Mart Parking 4 pm - 8 pm
09/05/19	20
09/12/19	27
09/19/19	16
09/26/19	21
Totals	84

Date	Saturdays at City Hall 9 am - 1 pm
09/07/19	34
09/14/19	24
09/21/19	30
09/28/19	29
Totals	117

Total attendance for the Month of September	300
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PROJECTS: 0

-ZZZZZZZZZZ

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

ISSUED DATES: 9/01/2019 THRU 9/30/2019

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

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION
131663	9/03/2019	LOPEZ, ROSALINDA	214 E 7TH STREET	PETE GRANA	DRIVEWAY
131664	9/03/2019	PEREZ, FRANCISCO J	416 E 6TH STREET	OWNER	ACCESSORY BUILDING
131665	9/05/2019	CARMONA, RICARDO	208 E 9TH STREET	MARCJONES	RESIDENTIAL ADDITION/SOLA
131666	9/05/2019	MATA, GEORGE E	403 W 5TH STREET	OWNER	RESIDENTIAL REMODEL/ADDIT
131667	9/05/2019	MATA, GEORGE E	403 W 5TH STREET	OWNER	FENCE PERMIT
131668	9/06/2019	EXTREMESHINE CAR WASH	810 W OCEAN BLVD B	OWNER	COMMERCIAL- NEW OWNER/TEN
131669	9/06/2019	KILROY, JOHN	135 N CUATES CAMINO DRIVE	SOUTH TEXA	SWIMMING POOL
131671	9/09/2019	CHESTER'S DOG DAY CARE CENT	33478 FM 803 B8	TAURO	INTERIOR FINISHOUT COMMERC
131672	9/10/2019	ADVANCED SUSTAINABLE CASTLE	817 DAFFODIL DRIVE	OWNER	ELECTRICAL PERMIT
131673	9/11/2019	RUIZ, OMAR	1029 EASTER LILLY DRIVE	OWNER	RESIDENTIAL REMODEL/ADDIT
131674	9/13/2019	TEXAS ORIGINAL KETTLE CORN	315 N ARROYO BLVD 1	OWNER	COMMERCIAL- NEW OWNER/TEN
131675	9/16/2019	DELAROSA, GEORGE	413 E 8TH STREET	GEORGE'S W	REROOF PERMIT
131676	9/17/2019	HARRIS, ROBERT J	113 JACQUELYN STREET	FGR ELECTR	ELECTRICAL PERMIT
131677	9/17/2019	CLARK, JAMES & DIANA	208 E RESACA DRIVE	ZEPEDA	IRRIGATION PERMIT
131678	9/18/2019	ESPINOZA, AMADOR	112 CONDOR DRIVE	AERACI CON	RESIDENTIAL BUILDING
131679	9/19/2019	HERNANDEZ, MIGUEL	154 VILLAGE EAST DRIVE	MARCJONES	RESIDENTIAL ADDITION/SOLA
131680	9/19/2019	CASTILLO, MARIA F	336 CANAL STREET	INTER DIAM	DRIVEWAY
131681	9/20/2019	DELGADO, ROBERTO	103 HAWK DRIVE	OWNER	FENCE PERMIT
131682	9/20/2019	JUAREZ, AMELIA D	600 BOUGAINVILLEA DRIVE	TUFF SHED	ACCESSORY BUILDING
131683	9/20/2019	DELGADO, ROBERTO	733 W OCEAN BLVD	LF FRAME	RESIDENTIAL BUILDING
131684	9/20/2019	ZIWA HOLDINGS	105 N ARROYO BLVD STE B	OWNER	WATER/SEWER TAPS
131685	9/25/2019	TACOS & ANTOJITOS MARIO	116 E OCEAN BLVD	CANALES	SIGN PERMIT
131686	9/27/2019	JONES, DAVID ALLEN	108 HUISACHE STREET	SOLCIUS	RESIDENTIAL ADDITION/SOLA
131687	9/30/2019	FRUIT KING	511 E OCEAN BLVD STE 113	OWNER	COMMERCIAL- NEW OWNER/TEN

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 0/00/0000 THRU 99/99/9999
ISSUED DATES: 9/01/2019 THRU 9/30/2019
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION
131688	9/30/2019	COCKTELERIA GENESIS	315 W OCEAN BLVD C	FOGON REST	FIRE SUPPRESSION SYSTEM I
131689	9/30/2019	PADILLA, AURELIO	1010 EASTER LILLY DRIVE	OWNER	RESIDENTIAL BUILDING
*** TOTALS ***		NUMBER OF PROJECTS:	26	VALUATION:	415,738.31 FEES:

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 3223

SCHEDULED

ACTION ITEM (ID # 3223)

Police Department 1. Arrests 2. Incidents 3. Accidents

Call with questions.

I recommend approval.

LOS FRESNOS POLICE DEPARTMENT

Arrests - By Violation

09\01\2019
thru 09\30\2019

Violation	# of Offenses
ARREST WITHOUT WARRANT	1
ASSAULT CAUSES BODILY INJURY FAMILY VIOLENCE 13a	3
CHILD IN NEED OF SUPERVISION RUNAWAY	1
DRIVING UNDER THE INFLUENCE	1
DRIVING WHILE INTOXICATED	3
DRIVING WHILE INTOXICATED 2ND	1
DRIVING WHILE INTOXICATED BAC >= 0.15	1
DRIVING WHILE INTOXICATED W/CHILD UNDER 15 YOA	1
DRIVING WHILE INTOXICATED/OPEN ALCH CONTAINER	3
EXECUTION OF CAPIAS OR ARREST WARRANT	24
HOLD FOR CUSTOMS	10
NO DRIVER'S LICENSE	2
POSS CS PG 1 <1G	1
POSS CS PG 1 >=1G<4G	1
POSS CS PG 2 >= 1G<4G	1
POSS MARIJ <2OZ	1
POSSESSION OF DRUG PARAPHERNALIA	1
PUBLIC INTOXICATION	8
THEFT PROP>=\$50<\$500 23a	2
UNAUTH USE OF VEHICLE 23h	1
Total Violations	67
Total Arrests	62

Attachment: POLICE REPORT (3223 : Police Department)

LOS FRESNOS POLICE DEPARTMENT

Incidents - By Violation

09\01\2019
thru 09\30\2019

Violation	Incidents
ABANDONED VEHICLES	5
AGGRAVATED ASSAULT WITH MOTOR VEHICLE	1
ALARMS	10
ANIMAL CONTROL	39
ASSAULT	1
ASSAULT AGAINST ELDERLY OR DISABLED INDIVIDUAL 13a	1
ASSAULT CAUSES BODILY INJURY FAMILY VIOLENCE 13a	4
ASSAULT FAMILY/HOUSEHOLD MEMBER W/PREV CONV 13a	1
BURGLARY OF BUILDING	2
CHILD IN NEED OF SUPERVISION RUNAWAY	1
CRIMINAL MISCHIEF >=\$500<\$1,500	1
CRIMINAL TRESPASS	1
DEPOSITED GLASS/OTHER DEBRIS ON HIGHWAY	3
DISPLAY SUSPENDED OPERATOR LICENSE	1
DRIVING UNDER THE INFLUENCE	1
DRIVING WHILE INTOXICATED 2ND	1
DRIVING WHILE INTOXICATED W/CHILD UNDER 15 YOA	1
DRIVING WHILE INTOXICATED/OPEN ALCH CONTAINER	2
DUTIES UPON STRIKING A FIXED OBJECT	1
EXECUTION OF CAPIAS OR ARREST WARRANT	23
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	4
FAIL TO YIELD ROW TO VEHICLE IN INTERSECTION	1
FAILED TO YIELD RIGHT OF WAY	1
FIREWORKS REGULATIONS	1
FOLLOWING TOO CLOSELY	1
FRAUDULENT GOVT REC	1
GARAGE SALES	3
HARASSMENT	2
ILLEGAL DUMPING >5 LBS < 500 LBS	1
INJURY CHILD/ELDERLY/DISABLE W/INT BODILY INJ 13a	1
LOUD NOISE	5
MAINTENANCE OF SIGNS	2
MOTOR VEHICLE THEFT	2
NO DRIVER'S LICENSE	5
NO PROOF OF FINANCIAL RESPONSIBILITY	7
OPEN CONTAINER	2
POSS CS PG 1 >=1G<4G	1
POSS CS PG 2 >= 1G<4G	1
POSS DEL DRUG PARAPHERNALIA	2
POSSESSION OF DRUG PARAPHERNALIA	7
PUBLIC INTOXICATION	8
RECKLESS DRIVING	2
SOLID WASTE RECEPTACLES	1
THEFT	5
THEFT PROP>=\$50<\$500 23a	5
THEFT PROP>=\$500<\$1,500 23a	2
UNAUTH USE OF VEHICLE 23h	1
WEEDED OR RUBBISH LOT	27
WELFARE CONCERN	4

Attachment: POLICE REPORT (3223 : Police Department)

Violation	Incidents
Total Violations	205
Total Incidents	193

LOS FRESNOS POLICE DEPARTMENT

Accident – By Street & Intersection

09-01-2019 - 09-30-2019

Street & Intersection	Accidents	Fatalities	Vehicles	Injured
F.M. 803& Olmito Rd.	1	0	2	1
33000 Blk F.M. 803	1	0	2	0
Hwy. 100 & F.M. 1575	1	0	2	0
33000 Blk F.M. 803	1	0	1	0
F.M. 1847 & East 3 rd	1	0	2	0
33422 F.M. 1575	1	0	2	2
800 West Ocean	1	0	2	0
West Ocean & Evergreen	1	0	2	0
100 North Arroyo	1	0	2	0
F.M. 803 & Hwy 100	1	0	2	0
Hwy 100 & F.M. 1847	1	0	2	0
1004 West Ocean P/lot	1	0	2	0
Total	12	0	23	3

Attachment: POLICE REPORT (3223 : Police Department)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 3224

SCHEDULED

ACTION ITEM (ID # 3224)

Municipal Court 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.
CT TECH 612	2,376.00	8 32.00-	2,344.00	01 407-0241
S STF 436	12,296.00	6 180.00-	12,116.00	01 2512
BL MCBS 606	1,800.00	8 24.00-	1,776.00	01 407-0270
S SJRF 598	2,391.00	8 32.00-	2,359.00	01 2512
S JFCT2 598	3,202.70	8 41.80-	3,160.90	01 2512
S JFCI 589	353.40	7 4.20-	349.20	01 407-0240
S IDF 590	1,180.00	7 14.00-	1,166.00	01 2512
S CJFS 424	38.16	4 0.36-	37.80	01 2512
S CJFC 424	4.24	4 0.04-	4.20	01 407-0240
S TPF 581	1,161.10	7 14.00-	1,147.10	01 2512
S TP-L 91	748.30	0 0.00	748.30	01 407-0240
S TP-S 85	916.20	0 0.00	916.20	01 2512
S TP-L-J 74	179.50	0 0.00	179.50	01 407-0260
S FINE 551	34,043.60	13 918.00-	33,125.60	01 407-0240
S CCC04 643	24,136.52	9 340.00-	23,796.52	01 2512
S TFC 467	1,400.50	6 18.00-	1,382.50	01 407-0240
S AR 589	2,931.50	8 40.00-	2,891.50	01 407-0240
S WRNTFE 89	4,259.00	4 200.00-	4,059.00	01 407-0240
S COLAGY 50	3,377.67	4 281.70-	3,095.97	01 2513
S AF2 85	1,700.00	0 0.00	1,700.00	01 407-0240
S STF19 61	3,048.00	0 0.00	3,048.00	01 2512
S CS2 19	450.00	0 0.00	450.00	01 407-0280
S TLFTA1 84	1,591.00	4 80.00-	1,511.00	01 2512
S TLFTA2 81	476.10	4 24.00-	452.10	01 2517
S TLFTA3 83	329.00	4 16.00-	313.00	01 407-0240
S SPEX 57	4,257.90	0 0.00	4,257.90	01 407-0290
S DSC 67	663.30	1 9.90-	653.40	01 407-0240
S AF 10	100.00	0 0.00	100.00	01 407-0240
S TXSBLT 7	258.50	0 0.00	258.50	01 2515
S ACC 2	40.00	0 0.00	40.00	01 407-0240

Total: 8646 109,709.19 124 2,270.00- 107,439.19

Cash Payments....+	\$103,223.19	
Bond Forfeited....+	\$0.00	
Bond Applied....+	\$6,091.70	
Payment Refunded.-	\$1,875.70-	
Fees/Fines Paid..=		\$107,439.19

Cash (Payments)....+	\$103,223.19	
Cash (Bonds).....+	\$7,641.67	
Total Cash Trans.=		\$110,864.86

Cash Refunds.....-	\$1,875.70-	
Cash Bnd Refunds.-	\$0.00	
Net Cash Trans...=		\$108,989.16

Xfers (Payments)...	\$40.00
Xfers (Refunds)...	\$40.00-
Adjst (Payments)...	\$354.30
Adjst (Refunds)...	\$354.30-

CITY	47,858.20
COURT	2,344.00
BLDG. SEC.	1,776.00
JUDGE ED	179.50
OMNI	452.10
COLL. AG	3,095.97
CHILD	450.00
OP	0.00
STATE	51,283.40
TOTAL	107,439.19

Attachment: COURT REPORT SEPT 2019 (3224 : Municipal Court)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 3225

SCHEDULED

ACTION ITEM (ID # 3225)

Library Report 1. Monthly Report

Call with questions.

I recommend approval.



**ETHEL L. WHIPPLE MEMORIAL LIBRARY
LIBRARIAN'S REPORT
SEPTEMBER 2019**

Number of Patron Checking Out Materials

Adult	623
Children	148
Teens	11
In Library Use	28



Material Types Checked Out

Adult Books	199
Children Books	162
Young Adult Books	225
Videos	176
Audios	0
Other Language Books	20
Hotspots	22
Laptops	6



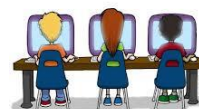
Items Downloaded

eBooks	29
eAudiobooks	43



Patron Access Computer Use

Total Sessions	377
Total Time	181 hours
Guest Passes	143



Free WiFi Access Use

Total Sessions	535 Library WiFi
Total Time	1220 hours
Total Sessions	224 Park WiFi
Total Time	535 hours



What Happened In the Library

Hours Open	152 hours
Visits	2,520
Children Program Attendance	135
Volunteer Hours	100
New Cards Issued	21
Cards Renewed	73
New Books Added	49
New eBooks Added	243
New Videos Added	17
Hotspots Added	0
Books Weeded	5
Videos Weeded	0
Reference Questions	285
Assists in Computer Lab	275
Patron Copies	892
Patron Faxes sent	77
Patron Printouts	1,540
Library Staff Copies	1
Replacement Cards	17



City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 3226

SCHEDULED

ACTION ITEM (ID # 3226)

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 September 2019

<u>FIRES</u>	<u>INSIDE CITY</u>	<u>OUTSIDE CITY</u>
Business Structures	_____	_____
Dwellings	_____	_____
Mobile Homes	_____	_____
Grass	_____	_____
Refuse	_____	_____
Institutional	_____	_____
Motor Vehicles	_____	_____
Rescue Calls	<u>3</u>	<u>9</u>
Incendiary or Suspicious Fires	_____	_____
Other Calls	<u>7</u>	<u>6</u>
TOTAL ALARMS		<u>27</u>

MONTHLY FIRE PREVENTION INSPECTIONS

Commercial Businesses	<u>1</u>	Institutions	<u>1</u>
Industrial Structures	_____	Homes	<u>1</u>
Public Buildings	<u>2</u>	Apartments	_____
Hotels/Motels	_____	SHELTER	<u>5</u>
TOTAL INSPECTIONS	<u>10</u>		

SCHOOL, HOSPITAL AND NURSING HOME FIRE DRILLS SUPERVISED: _____

LECTURES-PRESENTATIONS MADE/FILMS: SHOWN _____ TOTAL AUDIENCE _____

FIRES INVESTIGATED: (ACCIDENTAL) _____ (INCENDIARY) _____


FIRE MARSHAL, CITY OF LOS FRESNOS

Attachment: FIRE MARSHAL REPORT (3226 : Fire Marshal's Report)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 3219

SCHEDULED

ACTION ITEM (ID # 3219)

EMS Report 1. Quarterly Report

Call with questions.

I recommend approval,

LOS FRESNOS AMBULANCE SERVICE, INC.

P.O. BOX 776/100 RODEO DR

LOS FRESNOS, TX 78566

4TH Qtr EMS report 2018-2019JULY 2019

LF 57 37%

CC 85 55%

IL 0 0%

LV 1 1%

PI 2 1%

H 2 1%

B 4 3%

SPI 2 1%

SB 1 1%

154 100%AUGUST 2019

61 37%

87 54%

4 2%

3 2%

0 0%

4 2%

1 1%

2 1%

0 0%

162 100%SEPTEMBER 2019

72 46%

61 39%

5 3%

3 2%

4 3%

4 3%

6 3%

1 1%

0 0%

156 100%

Attachment: 4 TH QUARTER EMS REPORT (3219 : EMS Report)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Closed Session
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3245)

DOC ID: 3245

**Closed Session -Deliberation pursuant to Sections 551.072,
Title 5 of the Texas Government Code, the Texas Open
Meetings Act regarding the purchase, exchange, lease, or
value of real property.**

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/08/19 06:00 PM
Department: City Secretary
Category: Open Session
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 3244)

DOC ID: 3244

**Open Session - Deliberation pursuant to Sections 551.072,
Title 5 of the Texas Government Code, the Texas Open
Meetings Act regarding the purchase, exchange, lease, or
value of real property.**