

City Council

200 North Brazil

Regular Meeting

Los Fresnos, TX 78566

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

~ Agenda ~

Tuesday, October 9, 2018

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 9, 2018 AT 6:00 PM AT CITY HALL, 200 NORTH BRAZIL ST, LOS FRESNOS, TX 78566.

I. AGENDA

1. Call meeting to order
2. Invocation and Pledge of Allegiance
3. Consent Agenda
 1. Consideration and ACTION to approve the minutes from September 11, 2018 & September 13, 2018.
 2. Approval or rejection of the Order of Election and Notice of Election for the November 6, 2018 City Election.
 3. Consideration and ACTION to approve Service Agreement with The University of Texas Health Science Center.
 4. Consideration and ACTION to approve Ordinance 496 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" in said system on an annual basis for service performed by qualifying members of such system who at the effective date of the allowance are members of the City of Los Fresnos; providing for increased prior and current service annuities for retirees and beneficiaries of deceased retirees of the city; and establishing an effective date for the ordinance.
 5. Approval or rejection of Resolution 11-2018 adopting a comprehensive policy of guidelines and criteria for governing tax abatement incentives within the City of Los Fresnos and its extraterritorial jurisdiction.
 6. Approval or rejection of Resolution 12-2018 adopting the Investment Policy and Strategies for fiscal year 2018/2019.
4. Visitors remarks-To speak you must sign in with the City Secretary prior to the meeting. You have a limit of 3 minutes to speak.
5. Action Items

1. Consideration and ACTION to approve or reject any or all proposals received for group health insurance, group life insurance and supplemental insurance.
2. Consideration and ACTION to approve an agent for health insurance.
3. Discuss, consider and adopt Resolution 11-2018 designating a management service provider for application and project implementation of the 2019-2020 Community Development Funds as administered by TDA.
4. Discuss, consider, and adopt Resolution 12-2018 designating an engineering service provider for the for the 2018 TDA DR RFP program application and project related engineering services.
6. Acknowledgement of City Manager's Report
 1. City Manager Report A. Wastewater Plant Update B. Water Plant Update C. Water & Wastewater Engineering Study D. Whipple Road Wastewater Extension E. Nature Park F. Hike & Bike Trails G. CDBG 2017-2018 Grant H. Henderson Road Project I. City Hall Project J. Building Inspections K. Underground Canal L. Dog Park M. Development and Annexation Plans N. Update Planning & Zoning Ordinance O. Economic Development
7. 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
8. Adjournment

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

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: 10/09/18 06:00 PM
Department: City Secretary
Category: Minutes
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 2771 A

SCHEDULED

ACTION ITEM (ID # 2771)

**Consideration and ACTION to approve the minutes from
September 11, 2018 & September 13, 2018.**

I recommend approval.

City Council

200 North Brazil

Los Fresnos, TX 78566

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

Regular Meeting

~ Minutes ~

Tuesday, September 11, 2018

6:00 PM

City Hall

Agenda

1. Call meeting to order

The meeting was called to order at 6:00 p.m. by Mayor Narvaez.

2. Invocation and Pledge of Allegiance

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

Consent Agenda

Mr. Milum asked the Mayor if he could pull item 2 because there was a change to it. Council member Munoz asked to pull item 3. Mayor Narvaez pulled item 2 & 3 for further discussion.

Consideration and ACTION to approve the minutes from August 14, 2018, August 23, 2018 & August 28, 2018.

Motion was made and seconded to approve the minutes from August 14, 2018, August 23, 2018 & August 28, 2018.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Javier Mendez, Councilman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Consideration and ACTION to approve the Community Development Corporation funding for the Cowboy Cook Off & Concert.

Mr. Milum explained that he mirrored what CDC had approved last year for the cook off which was the \$1,000 sponsorship however after further discussion the CDC board decided to become a Friday Concert Sponsor for \$1,500. The agreement the Council had before them was just approving what the CDC had already approved.

Mr. Milum answered questions for the board.

Motion was made and seconded to approve the Community Development Corporation funding for \$1,500 for the Los Fresnos Cowboy Cook-off.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Consideration and ACTION to approve Resolution 7-2018 promoting increasing voter registration and voter turnout.

Mr. Milum explained that this resolution is one that most cities have been doing. It is to promote citizens to go out and vote this upcoming election.

Mr. Milum answered questions for the Council.

Motion was made and seconded to approve Resolution 7-2018 promoting increasing voter registration and voter turnout.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Javier Mendez, Councilman
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Consideration and ACTION to approve Resolution 8-2018 opposing the 10% increase proposed by the Texas Windstorm Insurance Association.

Motion was made and seconded to approve Resolution 8-2018 opposing the 10% increase proposed by the Texas Windstorm Insurance Association.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Javier Mendez, Councilman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Consideration and ACTION to approve Resolution 9-2018 that authorizes submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for a 2018 Disaster Relief fund grant award to construct street and drainage improvements and building repairs.

Motion was made and seconded to approve Resolution 9-2018 that authorizes submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for a 2018 Disaster Relief fund grant award to construct street and drainage improvements and building repairs.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Javier Mendez, Councilman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Consideration and ACTION on adoption of a Citizen Participation Plan to be followed during implementation of Texas Community Development Block Grant Program project.

Motion was made and seconded to approve the adoption of a Citizen Participation Plan to be followed during implementation of Texas Community Development Block Grant Program.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Consideration and ACTION to approve a Local Agreement between Cameron County District Attorney's Office and Los Fresnos Police Department pertaining to seized and forfeited property.

Motion was made and seconded to approve a Local Agreement between Cameron County District Attorney's Office and Los Fresnos Police Department pertaining to seized and forfeited property.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Consideration and ACTION to approve a Memorandum of Understanding to purchase a SIM Range Pro Simulator System between Los Fresnos Police Department, Port Isabel Police Department, South Padre Island Police Department, and Laguna Vista Police Department.

Motion was made and seconded to approve the Memorandum of Understanding to purchase a SIM Range Pro Simulator System between Los Fresnos Police Department, Port Isabel Police Department, South Padre Island Police Department and Laguna Vista Police Department.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Consideration and ACTION to approve the write off of bad debt for the utility accounts and garbage for the 2017-2018 fiscal year.

Motion was made and seconded to approve the write off of bad debt for the utility accounts and garbage for the 2017-2018 fiscal year.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain 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.

There were no comments.

Public Hearing

Public Hearing to receive comments from the public on the proposed budget for fiscal year 2018/2019.

Mayor Narvaez open the Public Hearing at 6:12 p.m.

Mr. Milum stated the city had a balanced budget.

A member of the audience asked how much the budget was. Mr. Milum answered the General Fund budget is \$4,039,221, Utility Fund budget is \$2,718,750, the CDC budget is \$351,250, the Debt Fun budget is \$608,778, the TIRZ budget is \$439,416 and the Senior Citizen Fund is \$58,395.

Mayor Narvaez closed the Public Hearing at 6:15 p.m.

RESULT:	NO ACTION
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Action Items

Consideration and ACTION to approve funding for the Cowboy Cook Off & Concert.

Mike Todd with the Los Fresnos Rodeo Committee handed out a letter thanking the council for sponsoring them in past events and upcoming event. Also included was a copy of the poster and a list of the sponsorship packages. Mr. Todd gave a brief summary of what was done last year for the event and what changes were going to made for this year. He explained the top two sponsor packages and what they consisted of and answered questions for the council.

Motion was made a seconded to approve funding for the Los Fresnos Cowboy Cook off in the amount of \$1,500 for the Friday Concert Sponsor package.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Consideration and ACTION to approve the first reading of Ordinance 494 adopting the budgets for fiscal year 2018/2019.

Mr. Milum handed out a spreadsheet stating that the budget was the same with the exception of the items listed in the handout. He went through and explained each item to the board. Mr. Milum stated that Jackie had a handout showing the budget reflecting the changes.

Mr. Milum answered questions for the Council.

Motion was made and seconded to approve the first reading of Ordinance 494 adopting the budget for fiscal year 2018/2019.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Consideration and ACTION to approve the first reading of Ordinance 493 approving the 2018 tax roll and levying municipal ad valorem taxes for the use, benefit and support of the City and directing the assessment and collection thereof.

Mr. Milum explained that as discussed in the previous workshop the tax rate is at \$0.715 as it has been for the past 12 consecutive years. The operation tax rate is \$0.5619 per \$100 valuation and the debt tax rate is \$0.1531 per \$ 100 valuation and that was a reflection of the budget they had just passed.

Motion was made and seconded to approve the first reading of Ordinance 493 approving the 2018 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: Javier Mendez, Councilman
SECONDER: Polo Narvaez, Mayor
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Consideration ACTION on approval of a resolution relating to establishing the city's intention to reimburse itself for the prior lawful expenditure of funds relating to constructing various city improvements from the proceeds of tax-exempt obligations to be issued by the city for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date.

Mr. Milum introduced Don Gonzales with the Estrada Hinojosa Investment Bankers. Mr. Gonzales explained the purpose for the resolution to the Council.

Motion was made and seconded to approve Resolution 10-2018 relating to establishing the city's intention to reimburse itself for the prior lawful expenditure of funds relating to constructing various city improvements from the proceeds of tax-exempt obligations to be issued by the city for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Javier Mendez, Councilman
SECONDER: Yolanda H. Cruz, Councilwoman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Consideration and ACTION to approve ordinance 495 by the city council of the city of Los Fresnos, Texas authorizing the issuance of "City of Los Fresnos, Texas tax notes, series 2018", levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the obligations; prescribing the form, terms, conditions, and resolving other

matters incident and related to the issuance, sale, and delivery of the obligations; authorizing the execution of a paying agent/registrar agreement and a purchase and investment letter; complying with the letter of representations previously executed with the depository trust company; authorizing the execution of any necessary engagement agreements with the city's financial advisors and/or bond counsel; and providing an effective date.

Don Gonzales introduced himself again to the board and handed out a presentation to the board. He went through the presentation and answered questions for the council. The council thanked Mr. Gonzales for his presentation and the work he was doing for the city.

Motion was made and seconded to approve ordinance 495 by the city council of the city of Los Fresnos, Texas authorizing the issuance of "City of Los Fresnos, Texas tax notes, series 2018", levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the obligations; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the obligations; authorizing the execution of a paying agent/registrar agreement and a purchase and investment letter; complying with the letter of representations previously executed with the depository trust company; authorizing the execution of any necessary engagement agreements with the city's financial advisors and/or bond counsel; and providing an effective date.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Javier Mendez, Councilman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Consideration and ACTION to approve an agreement to build the New City Hall.

Mr. Milum let the council know that Mr. Reyes with D. Wilson Construction was present if they had any questions. A handout was given to the council. Mr. Milum explained the list was of items that were discussed during budget approval, items that could be cut for the building of City hall to reduce the cost. A copy of the agreement for the new city hall was provided in their packet. Mr. Milum stated that D. Wilson requested for any disputes to go to arbitration not litigation. Mr. Milum and Mr. Reyes answered questions for the council.

Motion was made and seconded to approve the agreement to build the New City Hall.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

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

Mr. Milum explained each bid to the council. Mr. Mendez asked if the contractors selected were required to have insurance. Mr. Milum stated we don't but lot mowing contractor does carry minimum insurance. After some discussion it was decided the Mr. Milum would research other cities and what insurance they required and would get back with the Council.

Motion was made and seconded to approve the bids received for Chemicals, Lot Mowing, Official Newspaper, Pest Control, Vehicle Washing and Vacuuming, Vehicle Tire Service and Vehicle Maintenance & Oil Change.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Yolanda H. Cruz, Councilwoman
SECONDER:	Polo Narvaez, Mayor
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Consideration and ACTION to approve service agreements for fiscal year 2018/2019 for the following: A. Los Fresnos Chamber of Commerce B. Los Fresnos Ambulance Service C. Los Fresnos Volunteer Fire Department

Mr. Milum explained the service agreements to the council. He answered questions for the council.

Motion was made and seconded to approve service agreements for fiscal year 2018/2019 for the Los Fresnos Chamber of Commerce, the Los Fresnos Ambulance Service and the Los Fresnos Volunteer Fire Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Consideration and ACTION to approve bids for fencing at the Water & Wastewater Treatment Plant.

Mr. Milum explained that a fence surrounding the Water & Wastewater Treatment Plant had been needed for a long time for security reasons. Mr. Milum explained the project and answered questions for the council.

Motion was made and seconded to approve bids for fencing at the Water & Wastewater Treatment Plant.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Javier Mendez, Councilman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

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

Mr. Milum explained to the council that Alejandro Juarez & Clarissa Ramirez were up for re-appointment and would like to continue to serve. The Council could reappoint them or could select someone to serve in their place. Mr. Milum answered questions for the board.

Motion was made and seconded to reappoint Alejandro Juarez & Clarissa Ramirez to the Los Fresnos Housing Authority.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Javier Mendez, Councilman
SECONDER:	Polo Narvaez, Mayor
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

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

Mr. Milum explained to the council that Larry Stambaugh, Ray Ortiz, Gil Gomez, and Robby Walsdorf were up for re-appointment and would like to continue to serve. The Council could reappoint them or could select someone to serve in their place. Mr. Milum let the council know the quality each member had to contribute to the Commission. Mr. Milum answered questions for the council.

Motion was made and seconded to reappoint Larry Stambaugh, Ray Ortiz, Gil Gomez, and Robby Walsdorf to the Planning & Zoning Commission.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Javier Mendez, Councilman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

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

Mr. Milum explained to the council the Gil Gomez, Jerry Martinez, and Natasha Taylor were up for re-appointment to the Park Advisory Board and would like to continue to serve. The Council could reappoint them or could select someone to serve in their place. Mr. Milum answered questions for the council.

Motion was made and seconded to re-appoint Gil Gomez, Jerry Martinez, and Natasha Taylor to the Park Advisory Board.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT:	Bibi Garza, Swain Real

Discussion, consideration and ACTION on Legislative Priorities.

Mr. Milum explained that every two years the Council discusses items they would like to express to the legislative representatives to be priorities. Mr. Milum and the council

discussed possible items. Mr. Milum let the council know that Alex Dominguez would be the next meeting on October 9th, 2018.

RESULT: NO ACTION

Acknowledgement of City Manager's Report

City Manager Report A. Wastewater Plant Update B. Water Plant Update C. Water & Wastewater Engineering Study D. Whipple Road Wastewater Extension E. Nature Park F. Hike & Bike Trails G. CDBG 2017-2018 Grant H. Henderson Road Project I. City Hall Project J. Building Inspections K. Underground Canal L. Sports Park M. Dog Park N. Development and Annexation Plans O. Update Planning & Zoning Ordinance P. Economic Development Q. Chamber of Commerce 2nd Quarter Report

Mr. Milum gave the council an update on the Hike & Bike trail and Henderson Project. Mr. Milum stated he was still waiting on Wal-Mart for an update on the dog park. Mr. Milum mentioned he met with the Bayview Irrigation District in reference to the proposed underground canal. Mr. Milum answered questions for the council.

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

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain 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: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

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

Mr. Milum gave the council an update on the incoming storm and what measures were being taken to prepare. Mr. Milum answered questions for the council. Mr. Milum

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

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Police Department 1. Arrests 2. Incidents 3. Accidents 4. Tropical Mental Health

Mr. Milum explained to the council which cameras around town were working and which were down. Mr. Milum answered questions for the council.

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

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Municipal Court Report 1. Monthly Report

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

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Library Report 1. Monthly Report

Motion was made and seconded to acknowledge the Library Report.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

Fire Marshal's Report 1. Monthly Report

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

RESULT: ADOPTED [UNANIMOUS]
MOVER: Polo Narvaez, Mayor
SECONDER: Javier Mendez, Councilman
AYES: Juan Munoz, Polo Narvaez, Yolanda H. Cruz, Javier Mendez
ABSENT: Bibi Garza, Swain Real

9. Adjournment

Mr. Narvaez adjourned the meeting at 8:11 p.m.

Regular Meeting

Tuesday, September 11, 2018

6:00 PM

Presiding Officer of the Council

Recorder

Attachment: CC MIN SEPT 11 2018 (2771 : Minutes)

City Council

200 North Brazil

Los Fresnos, TX 78566

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

Special Meeting

~ Minutes ~

Thursday, September 13, 2018

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

Mayor Narvaez opened the meeting at 6:01 p.m.

There was no audience present.

Mayor Narvaez closed the meeting at 6:01 p.m.

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 494 adopting the budgets for fiscal year 2018/2019.

Motion was made and seconded to approve the second reading of Ordinance 494 adopting the budgets for fiscal year 2018/2019.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Swain Real, Councilman
SECONDER:	Javier Mendez, Councilman
AYES:	Polo Narvaez, Yolanda H. Cruz, Swain Real, Javier Mendez
ABSENT:	Bibi Garza, Juan Munoz

Consideration and ACTION to approve the second reading of Ordinance 493 approving the 2018 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 493 approving the 2018 tax roll and levying municipal ad valorem taxes for the use, benefit and support of the City and directing the assessment and collection thereof.

Attachment: CC MIN SEPT 13 2018 (2771 : Minutes)

Special Meeting

Thursday, September 13, 2018

6:00 PM

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Polo Narvaez, Mayor
SECONDER:	Yolanda H. Cruz, Councilwoman
AYES:	Polo Narvaez, Yolanda H. Cruz, Swain Real, Javier Mendez
ABSENT:	Bibi Garza, Juan Munoz

Adjournment

The meeting was closed at 6:05 PM

Presiding Officer of the Council

Recorder

Attachment: CC MIN SEPT 13 2018 (2771 : Minutes)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: City Election
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2770)

DOC ID: 2770 A

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

The Council already approved this at the meeting in July but the County changed the hours of one of the days (Saturday) so we have to redo it to show the correct hours.

I recommend approval.

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

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

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

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

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

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

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

Date (Fecha)	Hours (Horas)
<u>October 27, 2018 (Octubre 27, 2018)</u>	<u>10:00 a.m. to 6:00 p.m.</u>
<u>November 1, 2018 (Noviembre 1, 2018)</u>	<u>8:00 a.m. to 8:00 p.m.</u>
<u>November 2, 2018 (Noviembre 2, 2018)</u>	<u>8:00 a.m. to 8:00 p.m.</u>

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

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

Issued this the 9th day of October, 2018.
(Emitida este día 9 de Octubre, 2018.)

Polo Narvaez, Mayor

Member of Council Place 1

Member of Council Place 2

Member of Council Place 3

Member of Council Place 4

Member of Council Place 5

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

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

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

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

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

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

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

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

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

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

Date (Fecha)	Hours (Horas)
October 27, 2018 (Octubre 27, 2018)	10:00 a.m. to 6:00 p.m.
November 1, 2018 (Noviembre 1, 2018)	8:00 a.m. to 8:00 p.m.
November 2, 2018 (Noviembre 2, 2018)	8:00 a.m. to 8:00 p.m.

Applications for ballot by mail shall be mailed to:

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

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

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

Issued this the 9th day of October, 2018.
(Emitada este día 9 de Octubre, 2018.)

Polo Narvaez, Mayor
Signature of Presiding Officer

Attachment: NOTICE OF CITY OF LOS FRESNOS ELECTION2018 (2770 : Order of Election)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2775)

DOC ID: 2775 A

Consideration and ACTION to approve 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. Last year it was for \$45,000 but that was only for 9 months. This will allow us to get reimbursed for more of the classes that are put on by us where we don't use their teachers. We can also utilize more of the grant funds for supplies, phone stipend, travel and training. 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 2018, 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! 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 community health worker, 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 CWC 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 the program.
- Contractor will ensure that the community health worker has space, including venues to host exercise classes, Group Lifestyle Balance classes, and The Happy Kitchen/La Cocina Alegre™ classes, in order to implement Tu Salud ¡Si Cuenta! program services.
- Contractor will work with the following partners with projects ongoing within their communities to ensure communication about all programming efforts on behalf of each partnering entity in an effort to avoid the duplication of efforts: UTHHealth, 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.

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Payment for fulfilling all requirements listed in ‘Staff, Equipment, and Training’ is valued at \$20,000. Contractor must demonstrate fulfillment of these services to receive payment.

Participation in Program Meetings

- Contractor municipal leadership representatives will participate in semiannual face-to-face meetings or seminars organized by the program. Contractor’s community health worker will participate in monthly face-to-face meetings and seminars organized by the program specifically.
- Contractor will ensure that representatives will participate in all planning meetings for the Tu Salud ¡Si Cuenta! program with UHealth representatives to modify the Tu Salud ¡Si Cuenta! program implementation plan for their municipality. Contractor will assist in producing a plan that will include current capacity, needed resources, timelines and plans for implementation. The need for meetings about implementation activities and modification to said activities to ensure successful obtainment of all metrics is anticipated to continue past FY19.

Payment for fulfilling all requirements listed in ‘Participation in Program Meetings’ is valued at \$10,000. Contractor must demonstrate fulfillment of these services to receive payment.

Program Implementation

- Contractor will ensure that the community health worker is implementing program strategies according to the Tu Salud ¡Si Cuenta! work plan during the contract period.
- Contractor will implement all Tu Salud ¡Si Cuenta! components which include: exercise opportunities and classes (including group exercise classes, walking groups, and activity breaks), nutrition education opportunities, media, follow ups, and social support.
 - Contractor will ensure that at least 265 individuals with risk factors are enrolled in the Tu Salud ¡Si Cuenta! program between October 1, 2018 and September 30, 2019. Contractor will follow all Tu Salud ¡Si Cuenta! components with enrolled participants and document participant changes as prescribed by UHealth.
 - Contractor will accept referrals into the exercise and nutrition classes from partnering clinics in the region. Contractor will work with UHealth to ensure CHW is trained in accepting these referrals.
 - Contractor will secure at least 3 venues for group exercise offerings starting October 1, 2019 and maintain group exercise offerings at 3 venues until September 30, 2019.
 - Contractor will ensure that at least 12 free exercise classes per week are implemented by October 1, 2019; all 12 must maintain their availability until September 30, 2019. The free exercise classes must be those taught by or coordinated by the community health worker affiliated with this program. All physical activity classes should include nutritional information according to directions outlined by UHealth and in accordance with SNAP-Ed funding. The class types and locations will be coordinated with UHealth 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 UTH.
- Contractor will work with UHealth representatives to improve the percentage of participants who meet physical activity recommendations (per HHSC specifications) as part of the Tu Salud ¡Si Cuenta! program. A minimum of 45% of Tu Salud ¡Si Cuenta! participants who

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receive a follow up must report increased physical activity. Follow up must be conducted by September 30, 2019.

- Contractor will work with UTHHealth representatives to improve the percentage of participants who meet fruit and vegetable consumption recommendations (per HHSC specifications) as part of the Tu Salud ¡Si Cuenta! program. A minimum of 35% of Tu Salud ¡Si Cuenta! 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, 2019.
- Contractor will participate in UTHHealth's evaluation of municipal activities related to the Tu Salud ¡Si Cuenta! 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 outcomes.
- Contractor will implement one The Happy Kitchen/La Cocina Alegre™ session (6 classes) in collaboration with UTH 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 Classes using the Group Lifestyle Balance (GLB) curriculum.
 - Contractor should initiate one GLB class offering with a certified GLB coach by January 2019.
 - The certified GLB coach is required to shadow at least 3 GLB classes prior to launching their own GLB program.
 - A minimum of 10 participants should be reached by offering the GLB program to 1-2 small groups. A 50% retention rate is required during delivery of the GLB program. Contractor is responsible for recruiting and retaining participants.
 - All programs must be offered in a safe location at a time convenient to participants.
 - Contractor will track specific metrics such as physical activity, fruit and vegetable consumption, weight, and waist circumference using standardized forms and procedures delineated by UTH.
 - 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 UTH for monitoring and reporting purposes at least quarterly.
 - Contractor will have to cover the cost of program materials such as pedometers, printing, and resource books. Typically, costs for course materials and supplies has averaged \$4,000 per series. Some of these costs may be reimbursable from UTH depending on other grant funding.
- Contractor will participate in an established local community coalition; if one does not exist the site will create a local community coalition. At least four meetings should be conducted by September 30, 2019. The purpose of this is to help give contractor insight into additional strategies for creating a healthy community by involving community members to provide feedback and concerns. City and community actions or improvements related to items discussed during the meetings should be documented. This information along with a copy of the meeting sign-in sheet and agenda should be submitted to UTH within 5 business days after the meeting was held. The CHW will be expected to participate in the committee and contribute towards resolving issues identified in the coalition meetings.
- Contractor will actively promote and participate in The Challenge 2019 activities including the weigh in (January), midpoint weigh in (March) and weigh-out (April).

Payment for fulfilling all requirements listed in 'Program Implementation' is valued at

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\$20,000. Contractor must demonstrate fulfillment of these services to receive payment.**Tracking Participant Data and Program Information**

- Contractor will work with UHealth to ensure the Community Health Worker (CHW) is trained to use the My Own Med and PEARS database systems.
- Contractor will ensure the data system containing their municipality's participant data is accurate and entered on a weekly basis. 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 Tu Salud ¡Si Cuenta! 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.
- Contractor will ensure that the CHW enters all required data into the data system, including:
 - Information about participants enrolled in the Tu Salud ¡Si Cuenta! program.
 - Information about participant's insurance status and financial income.
 - Information on the participants who received follow up (including, but not limited to, physical activity levels, level of consumption of fruits and vegetables, other referrals, and personal goals)

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 document program activities and provide this documentation in a timely, organized format to be used by the program for reporting to HHSC by September 30, 2019.

Payment for fulfilling all requirements listed in 'Tracking Participant Data and Program Information' is valued at \$10,000. Contractor must demonstrate fulfillment of these services to receive payment.

Any expenses not listed in the Scope of Work above, but relating to the Tu Salud ¡Si Cuenta! program, must be submitted in writing to the Tu Salud ¡Si Cuenta! Program Manager.

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 10/01/2018 and shall terminate on 9/30/2019.
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.

Payment for fulfilling all requirements listed in the scope of work is broken down as follows:

- **Staff, Equipment, and Training \$20,000.**

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- **Participation in Program Meetings \$10,000.**
- **Program Implementation \$20,000.**
- **Tracking Participant Data and Program Information \$10,000.**

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.
 - 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.

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- 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 shall be addressed as follows:
- | | |
|----------------------------------|--------------------------|
| To University: | To Contractor: |
| The University of Texas | City of Los Fresnos |
| Health Science Center at Houston | 200 N. Brazil St. |
| P.O. Box 20036 | Los Fresnos, Texas 78566 |
| Houston, Texas 77225 | |
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.

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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.

DISPUTE RESOLUTION - Long Form (for Agreements over \$25,000)

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 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

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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 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

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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, 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.

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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.
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.

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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.
 - (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.

Revised 09/28/2018

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.

CONTRACTOR:

THE UNIVERSITY OF TEXAS HEALTH
SCIENCE CENTER AT HOUSTONBy: _____
SignatureBy: _____
Signature (Authorized Purchasing
Agent)_____
Typed Name_____
Typed Name_____
Title_____
Title_____
Date_____
Date_____
PO Number

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Ordinances
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ORDINANCE (ID # 2774)

DOC ID: 2774 A

Consideration and ACTION to approve Ordinance 496 authorizing and allowing, under the act governing the Texas Municipal Retirement System, "updated service credits" in said system on an annual basis for service performed by qualifying members of such system who at the effective date of the allowance are members of the City of Los Fresnos; providing for increased prior and current service annuities for retirees and beneficiaries of deceased retirees of the city; and establishing an effective date for the ordinance.

This is the ordinance that shows the change that the Council agreed upon and was included in the budget to change the updated service credits to 50% and increase in the annuity to 30%.

I recommend approval.

ORDINANCE NO. 496

AN ORDINANCE AUTHORIZING AND ALLOWING, UNDER THE ACT GOVERNING THE TEXAS MUNICIPAL RETIREMENT SYSTEM, "UPDATED SERVICE CREDITS" IN SAID SYSTEM ON AN ANNUAL BASIS FOR SERVICE PERFORMED BY QUALIFYING MEMBERS OF SUCH SYSTEM WHO AT THE EFFECTIVE DATE OF THE ALLOWANCE ARE MEMBERS OF THE CITY OF LOS FRESNOS; PROVIDING FOR INCREASED PRIOR AND CURRENT SERVICE ANNUITIES FOR RETIREES AND BENEFICIARIES OF DECEASED RETIREES OF THE CITY; AND ESTABLISHING AN EFFECTIVE DATE FOR THE ORDINANCE.

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 Javier Mendez	___ For	___ Against	___ Abstained
Councilmember Bibi Garza	___ For	___ Against	___ Abstained
Councilmember Juan Munoz	___ For	___ Against	___ Abstained

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

Authorization of Updated Service Credits.

(a) On the terms and conditions set out in Sections 853.401 through 853.404 of Subtitle G of Title 8, Government Code, as amended (hereinafter referred to as the "TMRS ACT"), each member of the Texas Municipal Retirement System (hereinafter referred to as the "System") who has current service credit or prior service credit in the System in force and effect on the 1st day of January of the calendar year preceding such allowance, by reason of service in the employment of the City, and on such date had at least 36 months of credited service with the System, shall be and is hereby allowed "Updated Service Credit" (as that term is defined in subsection (d) of Section 853.402 of the TMRS Act).

(b) On the terms and conditions set out in Section 853.601 of the TMRS Act, any member of the System who is eligible for Updated Service Credits on the basis of service with this City, who has unforfeited credit for prior service and/or current service with another participating municipality or municipalities by reason of previous service, and was a contributing member on the 1st day of January of the calendar year preceding such allowance, shall be credited with Updated Service Credits pursuant to, calculated in

accordance with, and subject to adjustment as set forth in said Section 853.601, both as to the initial grant hereunder and all future grants under this ordinance.

(c) The Updated Service Credit hereby allowed and provided for shall be 50% of the "base Updated Service Credit" of the member (calculated as provided in subsection (c) of Section 853.402 of the TMRS Act).

(d) Each Updated Service Credit allowed hereunder shall replace any Updated Service Credit, prior service credit, special prior service credit, or antecedent service credit previously authorized for part of the same service.

(e) In accordance with the provisions of subsection (d) of Section 853.401 of the TMRS Act, the deposits required to be made to the System by employees of the several participating departments on account of current service shall be calculated from and after the effective date of this ordinance on the full amount of such person's compensation as an employee of the City.

Increase in Retirement Annuities.

(a) On terms and conditions set out in Section 854.203 of the TMRS Act, the City hereby elects to allow and to provide for payment of the increases below stated in monthly benefits payable by the System to retired employees and to beneficiaries of deceased

employees of the City under current service annuities and prior service annuities arising from service by such employees to the City. An annuity increased under this Section replaces any annuity or increased annuity previously granted to the same person.

(b) The amount of the annuity increase under this Section is computed as the sum of the prior service and current service annuities on the effective date of retirement of the person on whose service the annuities are based, multiplied by 30% of the percentage change in Consumer Price Index for All Urban Consumers, from December of the year immediately preceding the effective date of the person's retirement to the December that is 13 months before the effective date of this Section.

(c) An increase in an annuity that was reduced because of an option selection is reducible in the same proportion and in the same manner that the original annuity was reduced.

(d) If a computation hereunder does not result in an increase in the amount of an annuity, the amount of the annuity will not be changed hereunder.

(e) The amount by which an increase under this Section exceeds all previously granted increases to an annuitant is an obligation of the City and of its account in the Benefit Accumulation Fund of the System.

Dates of Allowances and Increases. The initial allowance of Updated Service Credit and increase in retirement annuities hereunder shall be effective on January 1, 2019, subject to approval by the Board of Trustees of the System. An allowance of Updated Service Credits and an increase in retirement annuities shall be made hereunder on January 1 of each subsequent year until this ordinance ceases to be in effect under subsection (e) of Section 853.404 of the TMRS Act, provided that, as to such subsequent year, the actuary for the System has made the determination set forth in subsection (d) of Section 853.404 of the TMRS Act.

Effective Date. Subject to approval by the Board of Trustees of the System, this ordinance shall be and become effective on the 1st day of January 2019.

INTRODUCED AND APPROVED on the first reading this 9th day of October 2018.

APPROVED AND PASSED on the second reading this 13th day of November 2018.

ATTEST:

APPROVED

Jacqueline Moya, City Secretary

Polo Narvaez, Mayor

Attachment: ORDINANCE NO 496 (2774 : Ordinance 496)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Resolutions
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2772)

DOC ID: 2772 A

Approval or rejection of Resolution 11-2018 adopting a comprehensive policy of guidelines and criteria for governing tax abatement incentives within the City of Los Fresnos and its extraterritorial jurisdiction.

The city has offered tax abatements for businesses that locate in the city. The abatement is approved according to the policy and amounts set in the policy. The policy also allows for the city to deviate from it if the city feels it is in the best interest. Additionally, just because there is a tax abatement policy doesn't mean it is automatically approved. The advantages and disadvantages will be considered. This is the same policy that has been in effect for almost 20 years. I believe only 2 businesses have taken advantage of it. The policy is for 2 years.

I recommend approval.

**CITY OF LOS FRESNOS
RESOLUTION NO. 11-2018**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS FRESNOS,
TEXAS, ADOPTING A COMPREHENSIVE POLICY OF GUIDELINES AND
CRITERIA FOR GOVERNING TAX ABATEMENT INCENTIVES, WITHIN
THE CITY OF LOS FRESNOS AND ITS EXTRATERRITORIAL
JURISDICTION.**

This Resolution was introduced and submitted to the City Council for passage and adoption after the 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	___	For	___	Against	___	Abstained
Mayor Pro-tem Yolanda H. Cruz	___	For	___	Against	___	Abstained
Councilmember Swain Real	___	For	___	Against	___	Abstained
Councilmember Javier Mendez	___	For	___	Against	___	Abstained
Councilmember Bibi Garza	___	For	___	Against	___	Abstained
Councilmember Gary Minton	___	For	___	Against	___	Abstained

WHEREAS, the City Council desires to promote economic development within the City; and

WHEREAS, the provision of certain economic development incentives may encourage prospective businesses and companies to locate in Los Fresnos or existing businesses and companies to expand; and

WHEREAS, the establishment of specific guidelines, criteria, and procedures are necessary to insure that tax abatement incentives are given and administered effectively; and;

WHEREAS, the adoption of guidelines and criteria are required by State law before an area may be established as a reinvestment zone.

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

SECTION 1. That the City of Los Fresnos hereby established certain guidelines and criteria governing tax abatement incentives within the City of Los Fresnos and its extraterritorial jurisdiction hereby attached as "Exhibit A", and such guidelines and criteria shall expressly govern all subsequent tax abatement agreements.

SECTION 2. That such guidelines and criteria shall be effective for two (2) years from the date of adoption and may only be amended or repealed by a vote of three-fourths vote of the City Council.

PASSED AND APPROVED this the 9th day of October, 2018.

Polo Narvaez, Mayor

ATTEST:

Jacqueline Moya, City Secretary

**“EXHIBIT A”
CITY OF LOS FRESNOS, TEXAS
POLICY ON TAX ABATEMENT INCENTIVES**

I. PURPOSE AND OBJECTIVE

The City of Los Fresnos is committed to the promotion of quality development in all parts of the city and to an on going improvement in the quality of life for its citizens. Insofar as these objectives are generally served by the enhancement and expansion of the local economy, the City of Los Fresnos will, on a case-by-case basis, give consideration to providing tax abatement incentives as stimulation for economic development in Los Fresnos. It is the policy of the City of Los Fresnos that said consideration will be provided in accordance with the procedures and criteria outlined in this document. However, nothing herein shall imply or suggest that the City of Los Fresnos is under obligation to provide any incentive to any applicant. All applicants shall be considered on a case-by-case basis.

II. CRITERIA FOR TAX ABATEMENT INCENTIVES

The following threshold criteria shall be used to determine whether any tax abatement incentives shall be granted.

Tax abatements are available to companies that locate within the designated reinvestment zone within the city limits of Los Fresnos. To qualify, the business must:

- (1) be located wholly within the zone
- (2) be making or maintaining a long-term capital investment that increases the taxable value (land, building, equipment) within the zone;
- (3) be committed to creating or retaining two or more jobs;
- (4) be committed, when possible, to hiring local people for new jobs;
- (5) be and remain on the payment of any and all taxes, of any nature, owed to the Federal government, the State of Texas, Cameron County, City of Los Fresnos, and the Los Fresnos Consolidated Independent School District; and
- (6) be able to meet acceptable criteria in such other areas as company leadership, financing, marketing, and planning.

In addition to the minimum requirements stated above, the following subjective criteria shall be considered prior to granting any tax abatement incentive:

- (7) The project meets all relevant zoning requirements.
- (8) Is the project consistent with the comprehensive plan of the City of Los Fresnos?
- (9) What types and cost of public improvements and services (water and sewer main extension, streets, and alleys, etc.) will be required of the City? What types and values of public improvements, if any, will be made by the applicant?

III. TYPES OF INCENTIVES

It is the intent of the City of Los Fresnos to customize the offering of tax abatement incentives on a case-by-case basis. This individualized design is intended to allow maximum flexibility in addressing the unique concerns of each applicant while enabling the City to better respond to the changing needs of the community.

The criteria outlined in Section II above will be used to determine whether it is in the best interest of the City of Los Fresnos to provide any tax abatement incentives to a particular applicant. The degree to which the specified project furthers the goals and objectives of the City of Los Fresnos and the relative impact of the specific project will be used to determine the total value of the tax abatement incentives provided. As a general rule, no tax abatement will be provided to any applicant in an amount exceeding the value of the following:

The actual abatements will be based on the following schedule of capital investment:

Years	\$50,000 and up	\$100,000 and up	\$250,000 and up	\$500,000 and up	\$1,000,000 and up**
1	100%	100%	100%	100%	100%
2	50%	75%	100%	100%	100%
3-4		50%	75%	100%	100%
5-6			50%	75%	100%
7-8				50%	75%
9-10					50%

** Capital investments of \$2,000,000 and up will be considered on the same ratio as the above example as determined by the taxing authorities.

IV. APPLICATION PROCEDURES

Any person, organization or corporation desiring that the City of Los Fresnos provide tax abatement incentives to encourage their location or expansion of operations within the city limits or the extraterritorial jurisdiction of the City of Los Fresnos shall be required to comply with the following application procedures. However, nothing within these guidelines shall imply or suggest that the City is under any obligation to provide any incentive to any applicant.

Any applicant desiring tax abatement incentives shall file an application request, which shall include at least the following information:

- (1) A plat showing the precise location of the property, all roadways within 200 feet of the site, and all existing zoning and land uses within 200 feet of the site.
- (2) If the property is described by metes and bounds, a complete legal description should be provided.

- (3) A brief description of the proposed improvements or expansion and its projected cost; the type of business operation proposed; the number and type of jobs created, including information pertaining to anticipated job transfers, the projected date of operation; and the type and value of any economic development incentives requested.
- (4) Any other information about the proposed project as may be required by the City of Los Fresnos or as deemed desirable.

Once the application has been received, the information submitted will be reviewed by the Community Development Staff for completeness and accuracy. The Community Development Board will then ask the Community Development staff for an internal review and comments. Following board review, copies of the complete application package and board comments will be provided to the City Council and to other taxing entities that may be willing to participate in offering tax abatement incentives. Generally, the Community Development Board, staff and applicant will discuss the proposed application at a work session prior to formal consideration by the City Council. Following the work session, the Community Development staff may be requested to obtain other information prior to further consideration of the application.

At a regular City Council meeting, the application for any tax abatement incentive may be considered. The City will comply with certain public notice and hearings that are required as mandated by State law under the Property Redevelopment and Tax Abatement Act prior to the designation of a reinvestment zone and execution of a tax abatement agreement. Prior to final approval, all legal documents to effect such reinvestment zone(s) and tax abatement agreements shall be approved by the City Attorney.

Should the City Council determine that it is in the best interest of the City of Los Fresnos to provide tax abatement incentives to a particular applicant, a resolution shall be adopted declaring that under the guidelines and criteria established herein, the applicant is eligible for tax abatement and that the Mayor is authorized to execute a contract with the applicant, enumerating the type of incentives and governing any conditions applicable to it. Any agreement so adopted must include at least the following specific items:

- (1) Description of the type of tax abatement to be provided and its duration.
- (2) Legal description of the property to be designated as a reinvestment zone.
- (3) Detailed information regarding the type, number, location, and cost of planned improvements.
- (4) A statement granting the access to and inspection of the property and proposed improvements by city inspectors and officials to ensure that the improvements or repairs are made according to specifications and conditions of the agreement.
- (5) A statement limiting the uses of the property consistent with the general purposes of encouraging development or redevelopment of the zone during the period that property tax exemptions are in effect, and

- (6) A statement providing for the recapturing of property tax revenue lost as a result of the agreement if the owner of the property fails to make the improvements or repairs as provided by the agreement.

V. AMENDMENTS TO THESE GUIDELINES AND CRITERIA

The guidelines and criteria adopted herein shall not be amended or repealed except by three-fourths (3/4) vote of the City Council.

VI. EFFECTIVE DATE

These guidelines and criteria adopted herein shall be effective from the date of passage and remain effective for two (2) years from such date of adoption, unless otherwise repealed by a three-fourths (3/4) vote of the City Council.

PASSED AND APPROVED this 9th day of October 2018.

Polo Narvaez, Mayor

ATTEST:

Jacqueline Moya, City Secretary

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Resolutions
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2773)

DOC ID: 2773 A

**Approval or rejection of Resolution 12-2018 adopting the
Investment Policy and Strategies for fiscal year 2018/2019.**

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. 12-2018

A RESOLUTION ADOPTING THE CITY OF LOS FRESNOS, TEXAS INVESTMENT POLICY AND STRATEGIES FOR THE FISCAL YEAR 2018/2019.

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	_ For	_ Against	_ Abstained
Mayor Pro-tem Yolanda H. Cruz	_ For	_ Against	_ Abstained
Councilmember Swain Real	_ For	_ Against	_ Abstained
Councilmember Javier Mendez	_ For	_ Against	_ Abstained
Councilmember Belinda Garza	_ For	_ Against	_ Abstained
Councilmember Juan Munoz	_ For	_ Against	_ 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 9th day of October, 2018.

Polo Narvaez, Mayor

ATTEST:

Jacqueline Moya, City Secretary

Attachment: Investment Policy 12-2018 (2773 : Resolution 12-2018 Investment Policy)

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 of 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 no 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 is 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 top 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 r 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: 10/09/18 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2777)

DOC ID: 2777 A

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

We are reviewing all the proposals and will have a recommendation or a couple of recommendations for you to consider.

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Agreement
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 2778

SCHEDULED

ACTION ITEM (ID # 2778)

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 as long as we don't choose to go with TML for health insurance. If we choose TML we will not have an agent.

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Resolutions
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2780)

DOC ID: 2780 A

Discuss, consider and adopt Resolution 11-2018 designating a management service provider for application and project implementation of the 2019-2020 Community Development Funds as administered by TDA.

We will have this ready for the meeting.

RESOLUTION 11-2018

A RESOLUTION OF LOS FRESNOS TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACTS FOR THE 2019-2020 TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT COMMUNITY DEVELOPMENT FUND PROJECT.

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

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

WHEREAS, the 2019-2020 TxCDBG Community Development Fund contract requires implementation by professionals experienced in the administration of federally-funded community development projects;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Proposals (RFP) process for administration services has been completed in accordance with Texas CDBG requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for each professional service;

NOW, THEREFORE, BE IT RESOLVED:

Section 1A. That _____ be awarded a contract to provide Texas CDBG application and project-related **administration services** for the 2019-2020 Community Development Fund project.

Section 2. That any and all contracts or commitments made with the above-named services providers are dependent on the successful negotiation of a contract with the service provider;

Attachment: Resolution 11-2018 (2780 : Resolution 11-2018)

PASSED AND APPROVED by the City Council on this 9th day of October 2018.

APPROVED:

Polo Narvaez, Mayor

ATTEST:

Jacqueline Moya, City Secretary

Attachment: Resolution 11-2018 (2780 : Resolution 11-2018)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Resolutions
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2781)

DOC ID: 2781 A

Discuss, consider, and adopt Resolution 12-2018 designating an engineering service provider for the for the 2018 TDA DR RFP program application and project related engineering services.

We will have this ready for the meeting.

RESOLUTION 12-2018

A RESOLUTION OF LOS FRESNOS, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TXCDBG) 2018 DISASTER RELIEF PROJECT.

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

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

WHEREAS, the 2018 Disaster Relief contract requires implementation by professionals experienced in federally-funded disaster relief projects;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Qualifications (RFQ) for engineering services has been completed in accordance with TxCDBG requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for each professional service giving consideration to ability to perform successfully under the terms and conditions of the proposed procurement, integrity, compliance with public policy, record of past performance, and financial and technical resources

NOW, THEREFORE, BE IT RESOLVED:

- Section 1. That _____ be selected to provide Texas CDBG application and project-related **professional engineering services** for the 2018 Disaster Relief project.
- Section 2. That any and all project-related services contracts or commitments made with the above-named service provider are dependent on the award of 2018 Disaster Relief funds and successful negotiation of a contract with the service provider.

PASSED AND APPROVED by the City Council on this 9th day of October 2018.

APPROVED:

Polo Narvaez, Mayor

ATTEST:

City Secretary

Attachment: Engineer Resolution - 12-2018 (2781 : Resolution 12-2018)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2763)

DOC ID: 2763 A

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

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

B. Water Plant Update - We have approval from TCEQ and TWDB to proceed with working to get the upgrades done on the water plant and distribution lines. Pablo will be working with our financial advisors, bond council and TWDB to apply for this funding. It is included in the study under C.

C. Water & Wastewater Engineering Study - The water & wastewater portions have been approved by TCEQ and TWDB. The Council approved asking for about \$1,500,000 to fix 3 lift stations, run sewer service to the new annexed areas on West Highway 100, replace some old manholes and replace some old sewer lines. There are no grants available for this but we can probably get a low interest loan. The intent will be to do this with no increase in sewer rates. The amounts we can save on repairs can go towards the loan payment. We will be bringing the proposal for the water plant upgrades that need to be done so we can package it together with the wastewater. Pablo has met with the engineers, financial advisors and bond council to get a better understanding of the entire project. We will have something by November or December to present.

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

E. Nature Park - Work is done for phase 2 except for the landscaping and some signage that we are waiting to be completed. The sign has been ordered for the park as well. We are working on phase 3 so we can expend the rest of the funds from TPW which is about \$171,000.

F. Hike & Bike Trails - Halff Associates is working on the final design, the timeline and a construction estimate. We are still waiting on TxDOT to get final approval as they have discovered 2 plants that are on an extinct list so we will have to deal with that. Due to this delay Valley Baptist Legacy Foundation has requested that we return the unused funds. We have done that and once the project is cleared environmentally and we bid the project, we can start drawing funds as work is done. This is not a problem as most grants work that way (work is done and they release funds accordingly).

G. CDBG 2017-2018 Grant - This is to upgrade drainage on Ash Street, Ebony Street and Pecan Street along the canal as well as on East Sixth Street and Ebano Street. It also includes placing the drainage underground along Olmo Street from Eight Street to Tenth Street as funding is available. Hanson Professional Services was selected by the Council to do the engineering work. They hope to have documents ready to bid in the next couple of months.

H. Henderson Road Project - Ambiotec provided me with exhibits so I can utilize them to meet with each property owner to work out an agreement with them if possible. I have not had time to work on them due to flooding and other projects as well as working on budget for next year. The environmental clearance has been approved by all agencies. Unfortunately some of the requirements may cause the project cost to increase. I asked Ambiotec if they could assist in acquiring the property for us but it will cost \$2,000 per property which would be over \$20,000. I will find time to get it done.

I. City Hall Project - Work is scheduled to begin in a couple of weeks.

J. Building Inspections - We have a meeting set up to work to hire a candidate to handle inspections except the plumbing. It requires very specialized certifications.

K. Underground Canal - Bayview Irrigation District is interested in getting a survey done so estimated can be done for potential grants. They have not mentioned that they could possibly allow us to use the canal to move the drainage water to the east to another drainage ditch. I will have to investigate this with the drainage district. They also said they can allow us to place drainage in their ROW once the canal is placed underground. If they allow us to do that they would like us to pay the additional \$15,000 for the survey to be done. Henry and I will meet with their General Manager and Attorney to see what can be worked out.

L. Dog Park - Wal-Mart is interested in moving this project forward. I called their real estate folks again but have not made any progress.

M. Development & Annexation Plans - Will work on this later in the year but annexation costs a lot of money that we don't have so I do not recommend any annexation plans at this time.

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

O. Economic Development - Retail Coach is out promoting the city to different retailers. The have had some good discussions with several potential retailers but nothing firm to report.

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 2764 A

SCHEDULED

ACTION ITEM (ID # 2764)

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

Call with questions.

I recommend approval.

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

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	1,430,982	15,649.39	1,496,668.43	0.00 (65,686.43)	104.59
30-NONPROPERTY TAXES	1,315,360	116,350.24	1,420,148.85	0.00 (104,789.34)	107.97
07-POLICE	490,000	38,003.36	594,729.18	0.00 (104,729.18)	121.37
10-HEALTH	9,050	685.00	8,628.00	0.00	422.00	95.34
12-GARBAGE	133,000	72,720.16	178,853.43	0.00 (45,853.43)	134.48
15-PARKS	35,500	0.00	34,883.63	0.00	616.37	98.26
16-LIBRARY	13,000	191.50	12,915.13	0.00	84.87	99.35
44-Misc Revenue	25,000	21.31	21,476.20	0.00	3,523.80	85.90
90-REIMBURSABLES	127,751	7,685.04	318,681.37	0.00 (190,930.37)	249.46
TOTAL REVENUES	3,579,643	251,306.00	4,086,984.22	0.00 (507,341.71)	114.17
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EXPENDITURE SUMMARY

01-CITY COUNCIL	0	0.00 (50.00)	0.00	50.00	0.00
02-ADMINISTRATION	406,701	20,282.13	376,423.91	421.25	29,855.84	92.66
03-MUNICIPAL COURT	200,758	13,562.80	193,662.88	150.20	6,944.92	96.54
04-TAX ASSESSOR COLLECTOR	33,083	49.63	36,676.61	0.00 (3,593.61)	110.86
06-ELECTIONS	13,500	0.00	11,045.13	0.00	2,454.87	81.82
07-POLICE	1,625,817	102,709.15	1,360,896.20	141,259.14	123,661.49	92.39
08-FIRE	166,150	78,933.30	165,262.87	0.00	887.13	99.47
09-ENGINEERING	80,150	0.00	78,875.57	0.00	1,274.43	98.41
10-HEALTH	135,836	3,711.69	86,131.23	2,846.00	46,858.77	65.50
11-EMERGENCY MEDICAL SERV	181,300	65,023.74	176,429.55	0.00	4,870.45	97.31
12-GARBAGE	4,250	142.92	5,175.66	327.00 (1,252.66)	129.47
13-STORM WATER	15,000	0.00	13,556.53	0.00	1,443.47	90.38
14-STREETS	334,662	6,658.44	319,811.39	5,857.57	8,992.54	97.31
15-PARKS	448,802	18,940.08	374,578.45	14,357.00	59,867.04	86.66
16-LIBRARY	170,876	10,230.93	153,443.51	22.37	17,410.12	89.81
17-COMMUNITY CENTER	13,598	1,053.54	9,374.44	0.00	4,223.56	68.94
18-EMERGENCY MANAGEMENT	57,777	871.28	41,386.35	18,421.80 (2,031.15)	103.52
19-ALL DEPARTMENT EXPENS	14,600	138.00	11,370.22	0.00	3,229.78	77.88
21-CITY PROMOTION	4,500	1,500.00	6,000.00	0.00 (1,500.00)	133.33
23-DSRIP-COMMUNITY HEALT	45,000	3,319.77	39,707.35	0.00	5,292.65	88.24
24-MENTAL TASK FORCE PRO	59,499	4,711.01	57,133.35	0.00	2,365.65	96.02
28-INFORMATION TECHNOLOG	34,324	2,690.50	32,491.19	98.00	1,734.81	94.95
22-TRANSFERS	69,070	0.00	0.00	0.00	69,070.00	0.00
TOTAL EXPENDITURES	4,115,253	334,528.91	3,549,382.39	183,760.33	382,110.10	90.71
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REVENUE OVER/(UNDER) EXPENDITURES	(535,610)	(83,222.91)	537,601.83 (183,760.33)	(889,451.81)	66.06-
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Attachment: CC FINANCIAL REPORT SEPT 2018 (2764 : Financial Report)

CHECKLIST FOR GENERAL FUND				SEPTEMBER 2018
CK#	VENDOR NAME	Inv.Date	Amount	Description
197	CITY OF L.F. PAYROLL ACCT	08/23/18	\$ 67,247.69	DUE TO PAYROLL #25 9/7/18
207	GO DADDY.COM	09/11/18	\$ 19.99	LFOEM.US DOMAIN RENEWAL
208	CITY OF L.F. PAYROLL ACCT	09/19/18	\$ 67,009.73	DUE TO PAYROLL #26 9/21/18
32882	LOS FRESNOS AMBULANCE SERV	09/11/18	\$ 40,000.00	AMBULANCE LEASE BUYOUT FOR BUILDING
32883	LOS FRESNOS VOLUNTEER FIRE	09/11/18	\$ 60,000.00	FIRE DEPT LEASE BUYOUT FOR BUILDING
32884	ANGELICA LEOS	09/14/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 9/8/18
32885	ELVIRA PEREZ	09/14/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 9/1/18
32886	JUAN MUNOZ	09/14/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 9/9/18
32887	KENNETH ROSEVELT	09/14/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 9/11/18
32888	MA D.CUEVAS SOTO	09/14/18	\$ 50.00	RENTAL DEPOSIT REFUND-LF MEMORIAL PARK 9/9/18
32889	NOEMI BAUTISTA	09/14/18	\$ 50.00	RENTAL DEPOSIT REFUND-LF MEMORIAL PARK 9/8/18
32890	PATRICIA VASQUEZ	09/14/18	\$ 100.00	RENTAL DEPOSIT REFUND-LF COMMUNITY CENTER 9/2/18
32891	ALLIED WASTE SERVICES	08/31/18	\$ 54,247.88	SOLID WASTE & BRUSH COLLECTION-RESIDENTIAL/COMME
32892	ARCHER BUSINESS SYSTEMS	08/30/18	\$ 31.04	COLOR COPIES-POLICE DEPT
32893	CAMERON COUNTY TAX	09/11/18	\$ 15.00	LICENSE RENEWALS-RD-141/RD-162
32894	CC DISTRIBUTORS, INC	08/30/18	\$ 2,800.00	200 REFLECTIVE CONES-POLICE DEPT/PUBLIC WORKS
32895	CCID #6	08/27/18	\$ 300.00	MOWING OF AGUA NEGRA RESACA-AUG 2018
32896	CDW GOVERNMENT	08/27/18	\$ 3,534.21	LAPTOPS FOR POLICE DEPT COMMAND STAFF
32897	CINTAS	09/05/18	\$ 187.62	MEDICAL SUPPLIES-POLICE DEPT/COMM.CENTER
32898	CITY OF BROWNSVILLE	08/31/18	\$ 72.00	USE OF SANITARY LANDFILL
32899	DIRECT ENERGY	VARIOUS	\$ 18,509.51	ELEC-STREETS/CITY HALL/PD/COURT/PARKS/B&G CLUB
32900	DIRECT ENERGY	VARIOUS	VOID	VOIDED CHECK-CONTINUED
32901	EDWARD'S PEST MANAGEMENT	08/27/18	\$ 150.00	EMERGENCY BEE REMOVAL AT NATURE PARK
32902	FOUR STAR DRIVE IN	08/31/18	\$ 136.00	AUG 2018-PRISONER MEALS
32903	FUELMAN	VARIOUS	\$ 2,343.83	FUEL FOR ENVIRONMENTAL/PD/STREET DEPT VEHICLES
32904	GENE DANIELS	09/01/18	\$ 1,850.00	SEPT 2018-JUDGE/PHONE STIPEND
32905	GERONIMO SHELTON	09/01/18	\$ 451.00	SEPT 2018-FIRE MARSHAL
32906	GT DISTRIBUTORS, INC	09/04/18	\$ 810.25	TACTICAL EQUIPMENT/CASES/SLINGS-POLICE DEPT
32907	HECTOR'S MUFFLER	VARIOUS	\$ 368.96	PD UNIT REPAIRS-REPLACE BATTER TERMINALS/REPAIR BI
32908	HUGHES NETWORK	09/04/18	\$ 112.41	SATELLITE INTERNET-EOC
32909	INGRAM LIBRARY SERVICES	08/26/18	\$ 17.06	LIBRARY BOOKS
32910	JACQUELINE MOYA	09/11/18	\$ 69.65	MILEAGE-NOTARY WORKSHOP-ALTON, TX 9/19/18
32911	LEXIS NEXIS	08/31/18	\$ 100.00	PEOPLE SEARCH PROGRAM
32912	LINEBARGER GOGGAN BLAIR	09/14/18	\$ 5,430.91	JUNE/JULY 2018-COLLECTION FEES
32913	LF AMBULANCE SERVICE	09/01/18	\$ 25,000.00	4TH QUARTERLY PAYMENT JULY/AUG/SEPT 2018
32914	LOS FRESNOS BOYS & GIRLS	09/01/18	\$ 10,000.00	4TH QUARTERLY PAYMENT JULY/AUG/SEPT 2018
32915	LOS FRESNOS CHAMBER OF COM	09/01/18	\$ 2,850.00	SEPT 2018-SERVICE AGREEMENT
32916	LOS FRESNOS NEWS	VARIOUS	\$ 927.60	ADS-DISATER RELIEF/TAX RATES/HEALTH MATTER/ARTISAI
32917	LOS FRESNOS NEWS	VARIOUS	VOID	VOIDED CHECK-CONTINUED
32918	LF VOLUNTEER FIRE DEPT	09/01/18	\$ 18,750.00	4TH QUARTERLY PAYMENT JULY/AUG/SEPT 2018
32919	LUIS RAMOS	08/31/18	\$ 5,265.00	AUG 2018-CUSTOMER SERVICE INSPECTIONS
32920	MIDDLETON AIR	07/27/18	\$ 70.00	A/C REPAIRS-LIBRARY
32921	O'REILLY AUTO	VARIOUS	\$ 92.40	AUG 2018-SUPPLIES FOR MAINT/RETURN AIR COMPRESSOR
32922	PEDERSON CONSTRUCTION	08/14/18	\$ 4,989.38	CONSTRUCTION OF RODEO DRIVE-NEW CITY HALL PROPE
32923	PETTY CASH	VARIOUS	\$ 57.69	POSTAGE/COMPUTER SUPPLIES-LIBRARY/FRUIT-CITY HALL
32924	PITNEY BOWES	09/01/18	\$ 149.13	POSTAGE METER RENTAL-CITY HALL/COURT/ENV/PD/LIBRA
32925	POOLSURE	09/06/18	\$ 437.50	CHEMICALS-SODIUM HYPOCHLORITE FOR POOL
32926	PROFESSIONAL PRINTING	08/27/18	\$ 110.00	TCEQ CUSTOMER SERVICE INSPECTION FORMS
32927	RECORDS CONSULTING	08/27/18	\$ 736.00	RECORDS RETENTION PLAN UPDATE
32928	REGION STAFFING	VARIOUS	\$ 4,593.60	CONTRACT LABOR-WEEKENDING 8/12,8/19,8/26,9/2/18
32929	RIO GRANDE VALLEY COMMUNIC	09/07/18	\$ 30.00	ADDITIONAL RADIO FOR LFCISD POLICE DEPT
32930	ROCHA INFRASTRUCTURE	08/27/18	\$ 1,225.00	DRAIN DITCH CLEANING-400 W 5TH/BUS SHELTER INSTALL
32931	SANCHEZ TIRE SHOP	VARIOUS	\$ 15.00	TIRE REPAIRS-PD UNITS/REPAIR FLATS
32932	WALMART	VARIOUS	\$ 530.70	SNACKS-PD MOVIE NIGHT/SCHOOL SUPPLIES FOR BACK TC
32933	ZARSKY LUMBER	08/31/18	\$ 384.06	AUG 2018-SUPPLIES FOR MAINTENANCE
32934	CAMERON COUNTY CLERKS OFF	09/14/18	\$ 19.00	COPY OF ORDINANCE 477
32935	CCID #1	09/21/18	\$ 150.00	PERMIT APPLICATION-STORM SEWER-6TH STREET
32936	JEANEVA SCOVILLE	09/28/18	\$ 100.00	RENTAL DEPOSIT REFUND LF COMMUNIT

32937	SUZANNA VALDEZ	09/28/18	\$ 1.00	OVER PAYMENT-E0014908
32938	4IMPRINT	09/12/18	\$ 615.80	CUSTOM WRITING PADS-POLICE DEPT
32939	A&M AUTOMOTIVE	09/19/18	\$ 7.00	VEHICLE INSPECTION FOR RD-141
32940	ALLIED WASTE SERVICES	09/15/18	\$ 173.10	30 YD ROLL OFF 9/1-9/30/18
32941	AMAZON.COM	08/17/18	\$ 110.56	PRESSURE WASHER REPLACEMENT GUN/TRASH GRABBER
32942	ARCHER BUSINESS SYSTEM	09/10/18	\$ 164.52	PRINTER REPAIR AT DISPATCH/COPIER METER READING-C
32943	AT&T MOBILITY	09/01/18	\$ 1,229.55	MOBILE PHONE SERVICE-CITY/PD/COURT/EM/HEALTH/CODI
32944	BREATH TEST SERVICES	09/10/18	\$ 1,500.00	BREATHALIZER ANNUAL CONTRACT
32945	BUSH SUPPLY COMPANY	09/12/18	\$ 129.00	COMMUNITY PARK BALLFIELD LAMPS
32946	CAMERON COUNTY CLERKS	09/28/18	\$ 2,000.00	BOND CAUSE#18002622-B.SHIELDS
32947	CDC	09/28/18	\$ 31,083.57	TAX ALLOCATION END 9/11/18
32948	CHOCO'S TIRE SHOP	09/11/18	\$ 30.00	FLAT REPAIR ON STREET SWEEPER RD-141
32949	CHRISTINE DELA ROSA	09/04/18	\$ 17.77	REIMBURSE MILES-CWC MONTHLY MEETING
32950	CITY OF LOS FRESNOS	09/20/18	\$ 1,112.49	UTILITIES-CITY HALL/B&G CLUB/PARKS/HYDRANTS/B&G CLU
32951	DELTA SPECIALTIES SUPPLY	09/11/18	\$ 1,996.50	LOGO DECALS-STREET SIGNS/36-HEAVY DUTY OVERHEAD I
32952	DIRECT ENERGY	08/28/18	\$ 686.98	ELECTRICITY-LIBRARY
32953	DIRECT ENERGY	08/29/18	VOID	VOIDED CHECK-CONTINUED
32954	EDWARD'S PEST MANAGEMENT	09/24/18	\$ 119.96	PEST CONTROL-CITY HALL/PD/LIBRARY/ANIMAL SHELTER/T
32955	ENRIQUE JUAREZ	09/28/18	\$ 2,250.00	SEPTEMBER 2018-ATTORNEY FEES
32956	FEDERAL EXPRESS	09/13/18	\$ 26.78	DELIVERY-NORTON ROSE FULBRITE
32957	FUELMAN	VARIOUS	\$ 1,444.35	FUEL FOR ENVIRONMENTAL/PD/STREET DEPT VEHICLES
32958	GT DISTRIBUTORS, INC	VARIOUS	\$ 1,202.50	RIFLE MAG POUCH/FIRST AID TOURNIQUE-POLICE DEPT
32959	HECTOR'S MUFFLER	VARIOUS	\$ 1,384.48	BRAKE SERVICE FOR PD UNITS F-52/F-53/F-65/OIL CHANGES
32960	HOME DEPOT CREDIT	VARIOUS	\$ 1,180.92	COMPRESSOR/ACCESSORIES/FAUCETS/POLE SAW/STOVE-
32961	INGRAM LIBRARY SERVICES	VARIOUS	\$ 505.09	LIBRARY BOOKS
32962	INGRAM LIBRARY SERVICES	VARIOUS	VOID	VOIDED CHECK-CONTINUED
32963	INGRAM LIBRARY SERVICES	VARIOUS	VOID	VOIDED CHECK-CONTINUED
32964	INGRAM LIBRARY SERVICES	VARIOUS	VOID	VOIDED CHECK-CONTINUED
32965	LT BOSWELL	09/20/18	\$ 461.16	EXHAUST MANIFOLD REPAIR F-52
32966	LESLIE'S SWIMMING POOL	09/20/18	\$ 136.17	AIR RELIEF VALVE/THERMOMETER-SWIMMING POOL
32967	LOS FRESNOS CHAMBER OF COM	09/19/18	\$ 1,500.00	2018-FALL FESTIVAL SPONSOR
32968	LOS FRESNOS RODEO COMMIT	09/25/18	\$ 1,500.00	SMOKIN HWY 100 SPONSORSHIP
32969	MAX TORRES	09/24/18	\$ 316.00	CLEANING-PD/HEALTH/PARKS/STREET DEPT VEHICLES
32970	NARCISO MARTNEZ CULTURAL	09/17/18	\$ 350.00	1/2 PAGE AD-CONJUNTO FESTIVAL
32971	NFPA	08/30/18	\$ 533.68	FIRE PREVENTION SUPPLIES
32972	O'REILLY AUTO	08/07/18	\$ 4.99	MOTOR OIL-PD UNIT C-31
32973	OFFICE DEPOT	VARIOUS	\$ 899.34	OFFICE SUPPLIES-PD-COPY PAPER/TAPE/PENS/FOLDERS/S
32974	OFFICE DEPOT	VARIOUS	VOID	VOIDED CHECK-CONTINUED
32975	OFFICE DEPOT	VARIOUS	VOID	VOIDED CHECK-CONTINUED
32976	PEDERSON CONSTRUCTION	09/12/18	\$ 400.00	TRUCK LOAD OF SAND-SANDBAG DISTRIBUTION-STORM PR
32977	PETTY CASH	VARIOUS	\$ 198.27	PD -FLOWERS-BABY CERDA/HMII PHONE REPAIR/WALMART
32978	PHYSIO-CONTROL, INC	08/23/18	\$ 357.00	AED-BATTERY REPLACEMENT IN PD UNIT
32979	POSITIVE PROMOTIONS	09/10/18	\$ 787.87	RED RIBBON WEEK SUPPLIES-BRACELETS/STICKERS/PENC
32980	REGION STAFFING	VARIOUS	\$ 2,734.70	CONTRACT LABOR-WEEK ENDING 9/9,9/16/18
32981	ROAD RESCUE ASPHALT	09/10/18	\$ 1,364.00	ASPAULT PATCH BAGS FOR STREET REPAIRS
32982	SAFARILAND, LLC	09/05/18	\$ 168.39	DEVELOPER SHEETS FOR FINGER PRINTING SYSTEM
32983	SANCHEZ TIRE SHOP	09/17/18	\$ 5.00	FLAT REPAIR-PD UNIT F-52
32984	SOUTH TEXAS COMMUNICATI	09/13/18	\$ 450.00	RADIO DEPOT REPAIR-POLICE DEPT
32985	STAPLES	08/31/18	\$ 378.31	OFFICE SUPPLIES-COURT-COPY PAPER/LABELS/FILE FOLDE
32986	SUSANA ESCOBEDO	09/13/18	\$ 19.95	REIMBURSE MILES-READING OUTREACH PROGRAM 9/4-9/13
32987	VEAE SERVICES	VARIOUS	\$ 911.44	IT SERVICE CONTRACT/PHONE SERVICE-CITY HALL/PD/EME
32988	VEAE SERVICES	09/05/18	\$ 854.00	POINT TO POINT/ANTENNA FOR NEW FIRE DEPT/CITY HALL
32989	XEROX FINANCIAL	08/31/18	\$ 280.25	COPIER LEASE-LIBRARY
32990	DR. MISSY'S VET MOBILE	09/28/18	\$ 155.00	ANNUAL ANIMAL SHELTER INSPECTION
32991	LASER SHOT INC	09/28/18	\$ 6,291.25	SHOOTING SIMULTAR-PATROL FIREARMS TRAINING
32992	SIRCHIE FINGERPRINT LAB	09/28/18	\$ 66.46	EVIDENCE TUBES FOR CID
32993	THE BROWNSVILLE HERALD	09/28/18	\$ 250.00	NEWSPAPERS IN EDUCATION- LOPEZ RIGGINS ELEMENTAR
32994	AMCHEM INC	09/28/18	\$ 2,084.00	POOL CHEMICALS-CHLORINE/POOL SHOCK
32995	CHOCO'S TIRE SHOP	09/28/18	\$ 25.00	FLAT REPAIR-RD-161 JOHN DEERE
32996	TEAM GRAPHIX	VARIOUS	\$ 1,385.00	POLO SHIRTS-OFFICERS/EMBROIDERY-COMMAND STAFF SI
		TOTAL	\$ 476,735.95	

Attachment: CC FINANCIAL REPORT SEPT 2018 (2764 : Financial Report)

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

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	2,621,703	275,369.08	2,887,444.86	0.00 (265,741.86)	110.14
44-MISCELLANEOUS INCOME	0	0.00	39,582.18	0.00 (39,582.18)	0.00
TOTAL REVENUES	2,621,703	275,369.08	2,927,027.04	0.00 (305,324.04)	111.65
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<u>EXPENDITURE SUMMARY</u>						
02-WATER ADMINISTRATION	508,601	33,048.74	518,556.65	0.00 (9,955.65)	101.96
05-INFORMATION TECHNOLOG	17,162	1,566.24	15,555.92	190.98	1,415.10	91.75
26-WATER SUPPLIES	125,770	6,642.23	121,600.09	59.98	4,109.93	96.73
27-MAINTENANCE OF WATER S	9,710	555.89	8,856.14	0.00	853.86	91.21
28-MAINTENANCE OF WATER E	64,960	735.50	63,464.53	0.00	1,495.47	97.70
29-WATER PURCHASES	43,875	1,152.75	34,321.40	0.00	9,553.60	78.23
30-WATER MISCELLANEOUS EX	470,481	796.20	144,412.99	0.00	326,068.01	30.69
20-CAPITAL OUTLAY	154,000	1,794.84	31,551.20	8,629.38	113,819.42	26.09
32-WATER BONDED INDEBTEDN	95,386	0.00	63,386.36	0.00	31,999.64	66.45
34-SEWER ADMINISTRATION	734,511	36,180.22	592,593.34	35,909.56	106,008.10	85.57
35-INFORMATION TECHNOLOG	17,162	1,566.24	15,555.93	190.98	1,415.09	91.75
36-SEWER SUPPLIES	77,435	6,619.59	71,911.16 (0.01)	5,523.85	92.87
37-MAINTENANCE OF SEWER S	10,760	444.03	10,439.55	299.40	21.05	99.80
38-MAINTENANCE OF SEWER E	98,225	2,019.02	91,381.70	5,965.00	878.30	99.11
39-SEWER MISC. EXPENSES	539,502	350.99	28,729.52	0.00	510,772.48	5.33
41-SEWER BONDED INDEBTEDN	62,732	0.00	20,732.10	0.00	41,999.90	33.05
52-TRANSFER OUT	478,248	0.00	586,961.92	0.00 (108,713.92)	122.73
TOTAL EXPENDITURES	3,508,520	93,472.48	2,420,010.50	51,245.27	1,037,264.23	70.44
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REVENUE OVER/(UNDER) EXPENDITURES	(886,817)	181,896.60	507,016.54 (51,245.27) (1,342,588.27)	51.39-
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CHECKLIST FOR WATER & SEWER				SEPTEMBER 2018
CK #	VENDOR NAME	Inv.Date	Amount	Description
198	CITY OF L.F. PAYROLL ACCT	09/06/18	\$ 31,323.74	DUE TO PAYROLL #25 9/7/18
209	CITY OF L.F. PAYROLL ACCT	09/19/18	\$ 33,015.86	DUE TO PAYROLL #26 9/14/19
147868	IMPERIAL ELECTRIC	07/28/18	VOID	VOIDED CHECK-LOST IN MAIL-REPAIR AERATOR MOTOR
147995	DIAMOND EIGHT INDUSTRIES	09/06/18	\$ 30,603.56	APPLICATION #5 NATURE PARK TRAILS-RETAINER
147996	ANA-LAB	VARIOUS	\$ 70.00	TCEQ-LT2 SURFACE WATER TESTING
147997	BICKERSTAFF HEALTH	08/15/18	\$ 1,540.43	ATTORNEY FEES-EAST RIO HONDO
147998	BRIAN MCALLISTER	09/11/18	\$ 350.00	INSTALLATION-BARBED WIRE ON LIFT STATION REQUIRED BY TC
147999	CAMERON COUNTY TAX	09/11/18	\$ 7.50	LICENSE RENEWAL-WS- 131
148000	CCID#6	08/28/18	\$ 2,116.44	AUG 2018-RAW WATER
148001	CHEMTRADE CHEMICALS	08/20/18	\$ 5,637.40	CHEMICALS-CAUSTIC SODA-WATER PLANT
148002	CINTAS CORPORATION #538	VARIOUS	\$ 1,303.60	CLEANING-WATER/SEWER UNIFORMS
148003	CINTAS CORPORATION NO.2	09/05/18	\$ 172.26	MEDICAL SUPPLIES-PUBLIC WORKS
148004	EAST RIO HONDO WATER	09/14/18	\$ 962.09	SEPT 2018-ERH SETTLEMENT
148005	FUELMAN	VARIOUS	\$ 627.96	FUEL FOR WATER/SEWER VEHICLES
148006	HECTOR'S MUFFLER	VARIOUS	\$ 75.00	REPLACE BUCKET BLADE BOLTS ON BACK HOE
148007	INTEGRITY TESTING	08/31/18	\$ 970.00	AUG 2018-SEWER PLANT TESTING
148008	LOS FRESNOS NEWS	VARIOUS	\$ 197.40	ADS-BIDS-FENCE PROJ-WWTP/WTP/OIL CHANGES/CAR WASH/CH
148009	LUIS MASCORRO	VARIOUS	\$ 620.00	REPAIR FILTER PUMP/LIFT STATION PUMP-WWTP/REPAIR RESER
148010	MCCOY'S BUILDING SUPPLY	08/28/18	\$ 176.15	FENCE SUPPLIES FOR LF#16
148011	NEW CORE	08/29/18	\$ 736.34	REPAIR LS#16 SEWAGE PUMP ELECTRICAL CORD
148012	O'REILLY AUTO	VARIOUS	\$ 482.69	AUG 2018-SUPPLIES FOR MAINTENANCE
148013	O'REILLY AUTO	VARIOUS	VOID	VOIDED CHECK-CONTINUED
148014	REGION STAFFING	VARIOUS	\$ 3,477.10	CONTRACT LABOR-WEEKENDING 8/12,8/19,8/26,9/2/18
148015	REGION STAFFING	VARIOUS	VOID	VOIDED CHECK-CONTINUED
148016	TOWN OF INDIAN LAKE	09/01/18	\$ 1,152.75	SEPT 2018-SOUTHMOST WATER
148017	TYLER TECHNOLOGIES	09/01/18	\$ 1,147.19	ACUCORP ACUSERVER/SENSUS INTERFACE
148018	ZARSKY LUMBER	08/31/18	\$ 669.11	AUG 2018-SUPPLIES FOR MAINTENANCE
148019	ZARSKY LUMBER	08/31/18	VOID	VOIDED CHECK-CONTINUED
148020	A&M AUTOMOTIVE	VARIOUS	\$ 14.00	VEHICLE INSPECTION FOR WS-071/WS-131
148021	ALAMO IRON WORKS	09/25/18	\$ 94.03	CHEMICAL RESISTANT ROBE-LIFT STATION MAINTENANCE
148022	AMAZON.COM	VARIOUS	\$ 336.87	NITRILE GLOVES-WATER TESTING/BATTERY BACKUP
148023	ANA-LAB	VARIOUS	\$ 134.00	TOC WATER TESTING/TCEQ-LT2 SURFACE WATER TESTING
148024	AT&T MOBILITY	09/01/18	\$ 337.35	MOBILE PHONE SERVICE
148025	CAMERON COUNTY TAX	09/26/18	\$ 7.50	LICENSE RENEWAL-WS-071
148026	CHEMTRADE CHEMICALS	09/17/18	\$ 2,840.62	CHEMICALS-LIQUID AMMONIUM SULFATE-WATER TREATMENT PL
148027	CITY OF LOS FRESNOS	09/20/18	\$ 168.96	UTILITES-WATER/SEWER/GARBAGE-SEWER PLANT/LIFT STATION
148028	DEPARTMENT OF STATE HEALTH	09/06/18	\$ 262.82	WATER SAMPLES-TCEQ
148029	DEPARTMENT OF STATE HEALTH	09/05/18	\$ 52.92	6 ROUTINE WATER SAMPLES
148030	DIRECT ENERGY	08/28/18	\$ 9,916.73	ELECTRICITY-WATER/SEWER
148031	DPC INDUSTRIES	09/17/18	\$ 6,877.44	CHLORINE/SULFUR DIOXIDE-WATER PLANT/WATER TREATMENT I
148032	EAST RIO HONDO WATER	VARIOUS	\$ 281.40	WATER SERVICE-EDAP LIFT STATIONS
148033	EDWARD'S PEST MANAGEMENT	09/24/18	\$ 29.99	PEST CONTROL-SERVICE CENTER
148034	FEDERAL EXPRESS	09/13/18	\$ 26.78	DELIVERY-NORTON ROSE FULBRITE
148035	FUELMAN	VARIOUS	\$ 663.51	FUEL FOR WATER/SEWER VEHICLES
148036	HOME DEPOT CREDIT	VARIOUS	\$ 343.08	POLYETHYLENE TUBING/FAUCET/COMPRESSOR/DRILL BITS
148037	HUTHER & ASSOCIATES	09/18/18	\$ 1,100.00	3RD QUARTER-BIOMONITOR TESTING-WWTP
148038	MAGIC VALLEY ELECTRIC	09/17/18	\$ 71.04	ELECTRICITY-LIFT STATION-CACTUS ROAD
148039	MAXIMINO TORRES	09/24/18	\$ 152.00	CLEANING OF WATER/SEWER VEHICLES
148040	PEDERSON CONSTRUCTION	09/11/18	\$ 400.00	2 TRUCK LOADS OF SAND-WATERLINE MAINTENANCE
148041	REGION STAFFING	VARIOUS	\$ 1,966.20	CONTRACT LABOR WEEKENDING 9/9,9/16/18
148042	REGION STAFFING	VARIOUS	VOID	VOIDED CHECK-CONTINUED
148043	US JETTING, LLC	09/10/18	\$ 56.20	REPLACEMENT GLYCERIN FILLED GAUGE-SEWER MACHINE
148044	VEAE SERVICES	VARIOUS	\$ 1,819.74	POINT TO POINT/ANTENNA-NEW FD/CH /PHONE SERVICE-W/S, IT :
CHECKS 148045-148100				UTILITY DEPOSIT REFUND CHECKS
148101	IMPERIAL ELECTRIC	09/28/18	\$ 1,525.00	REISSUE VOIDED CHECK-AERATOR REPAIRS
148102	FERGUSON ENTERPRISES	09/26/18	\$ 1,422.32	SUPPLIES FOR SWER LINE MAINTENANCE
148103	KITCHEN RESOURCES	09/26/18	\$ 3,589.69	ICE MACHINE FOR WATER/SEWER PLANT SAMPLES
148104	NEW CORE INC	09/24/18	\$ 353.64	REPLACEMENT CAUSTIC TRANSFER PUMP FOR WTP
CHECK 148105				UTILITY DEPOSIT REFUND CHECK
148106	AMCHEM INC	09/28/18	\$ 960.00	CALCIUM HYPOCHLORITE-WWTP
TOTAL			\$ 153,238.40	

Attachment: CC FINANCIAL REPORT SEPT 2018 (2764 : Financial Report)

UTILITY DEPOSIT REFUND CHECKS				
148045	WHITE, LARRY CALVIN	09/28/18	\$ 72.04	ACCT #01-17771-05 UTILITY DEPOSIT REFUND
148046	CHAVEZ, JOSE	09/28/18	\$ 97.40	ACCT #02-08230-07 UTILITY DEPOSIT REFUND
148047	PIZARRO, FERNANDO	09/28/18	\$ 32.20	ACCT #02-14682-02 UTILITY DEPOSIT REFUND
148048	PADERES, GREGORIO JR	09/28/18	\$ 38.87	ACCT #02-22004-07 UTILITY DEPOSIT REFUND
148049	MOLINA, DOMINGO III	09/28/18	\$ 66.83	ACCT #02-22026-02 UTILITY DEPOSIT REFUND
148050	MORENO, MODESTO	09/28/18	\$ 101.51	ACCT #03-01610-03 UTILITY DEPOSIT REFUND
148051	ESCAMILLA, CHRISTINE	09/28/18	\$ 94.66	ACCT #03-04350-06 UTILITY DEPOSIT REFUND
148052	EDISON CONSTRUCTION	09/28/18	\$ 50.89	ACCT #03-06106-00 UTILITY DEPOSIT REFUND
148053	EDISON CONSTRUCTION	09/28/18	\$ 65.41	ACCT #03-06107-00 UTILITY DEPOSIT REFUND
148054	BAKER, CHRISTOPHER	09/28/18	\$ 108.82	ACCT #03-13005-13 UTILITY DEPOSIT REFUND
148055	BERNAL, ELIZABETH	09/28/18	\$ 91.65	ACCT #03-18840-12 UTILITY DEPOSIT REFUND
148056	LONGORIA, EVA	09/28/18	\$ 104.77	ACCT #03-30236-01 UTILITY DEPOSIT REFUND
148057	LOPEZ, ESTELLA	09/28/18	\$ 65.00	ACCT #01-01350-00 UTILITY DEPOSIT REFUND
148058	TOWNSEND, MARY	09/28/18	\$ 150.00	ACCT #01-01700-06 UTILITY DEPOSIT REFUND
148059	DIVIN, MARGIE S	09/28/18	\$ 150.00	ACCT #01-03730-08 UTILITY DEPOSIT REFUND
148060	GARCIA, LINDA	09/28/18	\$ 15.00	ACCT #01-03900-00 UTILITY DEPOSIT REFUND
148061	TK MANAGEMENT(LOZANO)	09/28/18	\$ 150.00	ACCT #01-12215-00 UTILITY DEPOSIT REFUND
148062	BARSE CONSTRUCTION	09/28/18	\$ 168.80	ACCT #01-12223-00 UTILITY DEPOSIT REFUND
148063	RUBIO-ARDILA, SUE WHALEY	09/28/18	\$ 150.00	ACCT #01-12600-04 UTILITY DEPOSIT REFUND
148064	GONZALES, MARIA	09/28/18	\$ 150.00	ACCT #01-15610-05 UTILITY DEPOSIT REFUND
148065	CEPEDA, ROBERTO	09/28/18	\$ 65.00	ACCT #01-17200-00 UTILITY DEPOSIT REFUND
148066	TK MANAGEMENT(LOZANO)	09/28/18	\$ 150.00	ACCT #01-24974-00 UTILITY DEPOSIT REFUND
148067	FLORES, FELIPE F	09/28/18	\$ 150.00	ACCT #02-02700-02 UTILITY DEPOSIT REFUND
148068	SALAZAR, CARLOS	09/28/18	\$ 65.00	ACCT #02-08900-04 UTILITY DEPOSIT REFUND
148069	ONE STOP REALTY INC	09/28/18	\$ 150.00	ACCT #02-12260-04 UTILITY DEPOSIT REFUND
148070	RIVAL BUILDERS	09/28/18	\$ 150.00	ACCT #02-21469-00 UTILITY DEPOSIT REFUND
148071	GARCIA, MARIA MAGDALENA	09/28/18	\$ 150.00	ACCT #02-21480-02 UTILITY DEPOSIT REFUND
148072	INTERDIAMOND BUILDERS	09/28/18	\$ 150.00	ACCT #02-21601-00 UTILITY DEPOSIT REFUND
148073	ROBINHOOD APARTMENTS	09/28/18	\$ 150.00	ACCT #02-22014-00 UTILITY DEPOSIT REFUND
148074	R.L.D.S. CHURCH	09/28/18	\$ 25.00	ACCT #03-04700-00 UTILITY DEPOSIT REFUND
148075	SERNA, RENE	09/28/18	\$ 150.00	ACCT #03-06108-00 UTILITY DEPOSIT REFUND
148076	SERNA, RENE	09/28/18	\$ 150.00	ACCT #03-06109-00 UTILITY DEPOSIT REFUND
148077	SERNA, RENE	09/28/18	\$ 150.00	ACCT #03-06111-00 UTILITY DEPOSIT REFUND
148078	SERNA, RENE	09/28/18	\$ 150.00	ACCT #03-06112-00 UTILITY DEPOSIT REFUND
148079	SERNA, RENE	09/28/18	\$ 150.00	ACCT #03-06113-00 UTILITY DEPOSIT REFUND
148080	LOEHR, LINDA SUE	09/28/18	\$ 150.00	ACCT #03-06136-05 UTILITY DEPOSIT REFUND
148081	SANCHEZ, VENTURA	09/28/18	\$ 15.00	ACCT #03-10400-00 UTILITY DEPOSIT REFUND
148082	WEIKEL, G.J. JR	09/28/18	\$ 15.00	ACCT #03-11500-00 UTILITY DEPOSIT REFUND
148083	ARAIZA, LORENA	09/28/18	\$ 65.00	ACCT #03-17100-05 UTILITY DEPOSIT REFUND
148084	URIBE, MIGUEL	09/28/18	\$ 65.00	ACCT #03-18863-02 UTILITY DEPOSIT REFUND
148085	VELA, EDGAR A	09/28/18	\$ 150.00	ACCT #03-20223-03 UTILITY DEPOSIT REFUND
148086	REYES, EUFEMIA	09/28/18	\$ 150.00	ACCT #03-20247-11 UTILITY DEPOSIT REFUND
148087	VILLARREAL, JAIME	09/28/18	\$ 150.00	ACCT #03-20681-02 UTILITY DEPOSIT REFUND
148088	GALVAN, DENNIS	09/28/18	\$ 150.00	ACCT #03-22421-02 UTILITY DEPOSIT REFUND
148089	SOLIS, RICARDO L	09/28/18	\$ 15.00	ACCT #03-24000-00 UTILITY DEPOSIT REFUND
148090	GONZALEZ, PEDRO RICARDO	09/28/18	\$ 65.00	ACCT #03-27350-01 UTILITY DEPOSIT REFUND
148091	DAVILA, AGUSTIN	09/28/18	\$ 65.00	ACCT #03-30020-00 UTILITY DEPOSIT REFUND
148092	CASTILLO, ALFREDO	09/28/18	\$ 65.00	ACCT #03-30000-00 UTILITY DEPOSIT REFUND
148093	ARCHITECTURE FOR CHARITY	09/28/18	\$ 150.00	ACCT #03-32014-00 UTILITY DEPOSIT REFUND
148094	WILLIAMS, ERIC	09/28/18	\$ 150.00	ACCT #03-32024-02 UTILITY DEPOSIT REFUND
148095	ARCHITECTURE FOR CHARITY	09/28/18	\$ 150.00	ACCT #03-32048-00 UTILITY DEPOSIT REFUND
148096	HISPANIA DEVELOPMENT	09/28/18	\$ 150.00	ACCT #03-32076-01 UTILITY DEPOSIT REFUND
148097	HISPANIA DEVELOPMENT	09/28/18	\$ 150.00	ACCT #03-32078-00 UTILITY DEPOSIT REFUND
148098	AGC DESIGN & CONSTRUCTION	09/28/18	\$ 150.00	ACCT #03-32091-00 UTILITY DEPOSIT REFUND
148099	TORRES, JOSE LUIS	09/28/18	\$ 41.62	ACCT #04-70008-00 UTILITY DEPOSIT REFUND
148100	ESCALON, JULIAN	09/28/18	\$ 26.91	ACCT #04-70010-00 UTILITY DEPOSIT REFUND
		TOTAL	\$ 5,967.38	
148105	ARCHITECTURE FOR CHARITY	09/28/18	\$ 150.00	ACCT #03-32068-00 UTILITY DEPOSIT REFUND
		TOTAL	\$ 150.00	

CITY OF LOS FRESNOS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

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	326,000	31,083.57	353,119.69	0.00	(27,119.69)	108.32
TOTAL REVENUES	326,000	31,083.57	353,119.69	0.00	(27,119.69)	108.32
	=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>						
52-CDC DISBURSEMENTS	326,000	10,672.42	290,010.78	32,068.61	3,920.61	98.80
TOTAL EXPENDITURES	326,000	10,672.42	290,010.78	32,068.61	3,920.61	98.80
	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	0	20,411.15	63,108.91	(32,068.61)	(31,040.30)	0.00
	=====	=====	=====	=====	=====	=====

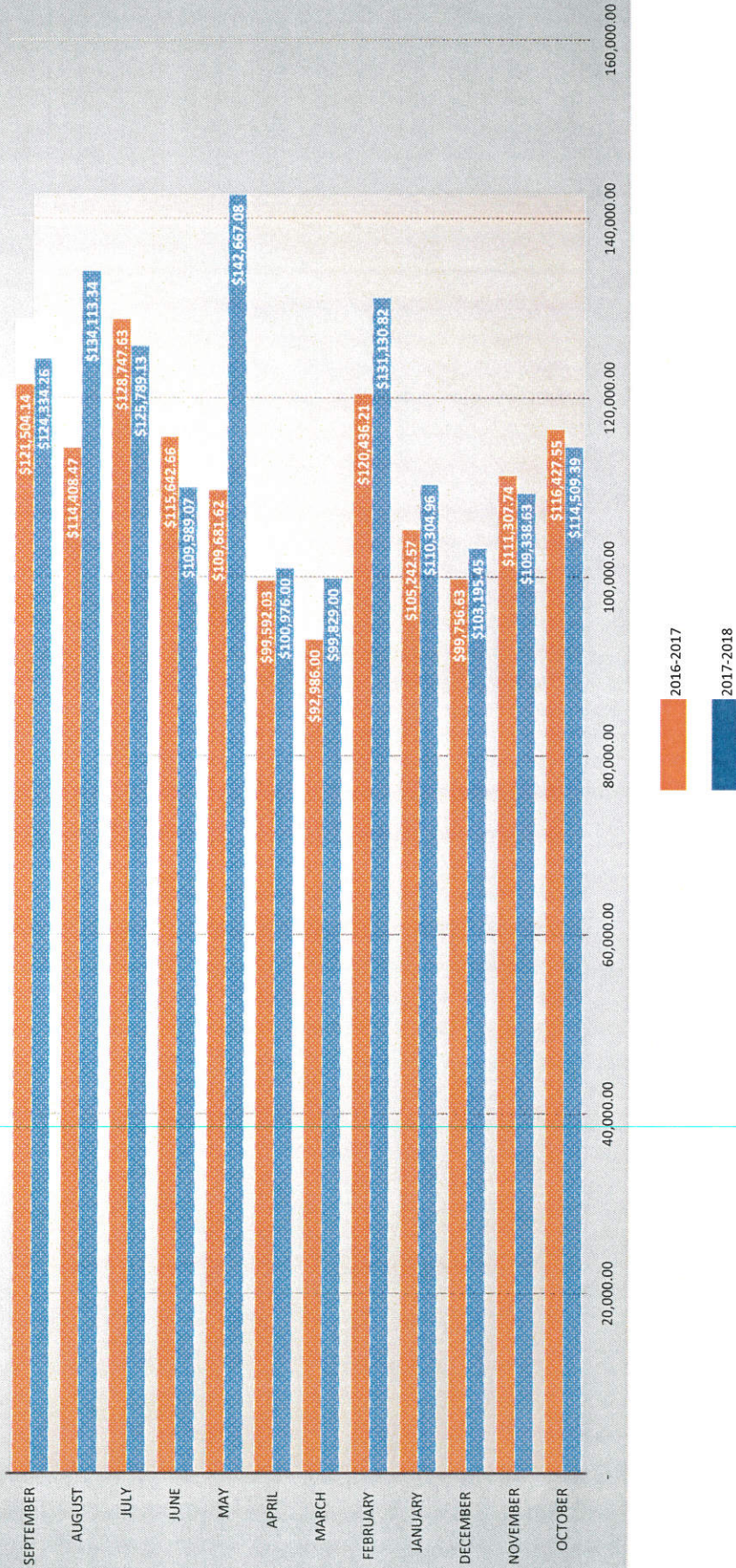
[illegible]

	2c			1-1/2c (General Fund Portion)			1/2c (CDC Portion)					
<u>Paid</u>	FY 16-17	FY 15-16	Inc(Dec) (\$)	Inc(Dec) (%)	FY 16-17	FY 15-16	Inc(Dec) (\$)	Inc(Dec) (%)	FY 16-17	FY 15-16	Inc(Dec) (\$)	Inc(Dec) (%)
October	116,427.55	107,278.35	9,149.20	8.53%	87,320.66	80,458.76	6,861.90	8.53%	29,106.89	26,819.59	2,287.30	8.53%
November	111,307.74	144,252.89	(32,945.15)	-22.84%	83,480.81	108,189.67	(24,708.86)	-22.84%	27,826.94	36,063.22	(8,236.29)	-22.84%
December	99,756.63	87,890.83	11,865.80	13.50%	74,817.47	65,918.12	8,899.35	13.50%	24,939.16	21,972.71	2,966.45	13.50%
January	105,242.57	83,032.71	22,209.86	26.75%	78,931.93	62,274.53	16,657.40	26.75%	26,310.64	20,758.18	5,552.47	26.75%
February	120,436.21	188,503.18	(68,066.97)	-36.11%	90,327.16	141,377.39	(51,050.23)	-36.11%	30,109.05	47,125.80	(17,016.74)	-36.11%
March	92,985.80	90,867.60	2,118.20	2.33%	69,739.35	68,150.70	1,588.65	2.33%	23,246.45	22,716.90	529.55	2.33%
April	99,592.03	99,279.59	312.44	0.31%	74,694.02	74,459.69	234.33	0.31%	24,898.01	24,819.90	78.11	0.31%
May	109,681.62	129,611.00	(19,929.38)	-15.38%	82,261.22	97,208.25	(14,947.04)	-15.38%	27,420.41	32,402.75	(4,982.35)	-15.38%
June	115,642.66	87,282.33	28,360.33	32.49%	86,732.00	65,461.75	21,270.25	32.49%	28,910.67	21,820.58	7,090.08	32.49%
July	128,747.63	154,883.26	(26,135.63)	-16.87%	96,560.72	116,162.45	(19,601.72)	-16.87%	32,186.91	38,720.82	(6,533.91)	-16.87%
August	114,408.47	125,646.93	(11,238.46)	-8.94%	85,806.35	94,235.20	(8,428.84)	-8.94%	28,602.12	31,411.73	(2,809.62)	-8.94%
September	121,504.14	102,855.94	18,648.20	18.13%	91,128.11	77,141.96	13,986.15	18.13%	30,376.04	25,713.99	4,662.05	18.13%
TOTAL SALES ACTIVITIES	\$ 1,335,733.05	\$ 1,401,384.61	\$ (41,855.61)	-4.68%	\$ 1,001,799.79	\$ 1,051,038.46	\$ (31,391.71)	-4.68%	\$ 333,933.26	\$ 350,346.15	\$ (10,463.90)	-4.68%

	2c		1-1/2c (General Fund Portion)				1/2c (CDC Portion)					
Paid	FY 17-18	FY 16-17	Inc(Dec) (\$)	Inc(Dec) (%)	FY 17-18	FY 16-17	Inc(Dec) (\$)	Inc(Dec) (%)	FY 17-18	FY 16-17	Inc(Dec) (\$)	Inc(Dec) (%)
October	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	92,986.00	6,843.00	7.36%	74,871.75	69,739.50	5,132.25	7.36%	24,957.25	23,246.50	1,710.75	7.36%
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	\$ 1,335,733.25	\$ 70,443.88	5.27%	\$ 1,054,632.85	\$ 1,001,799.94	\$ 52,832.91	5.27%	\$ 351,544.28	\$ 333,933.31	\$ 17,610.97	5.27%

**** Sales Tax Amount may be adjusted a 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: 10/09/18 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2765)

DOC ID: 2765 A

**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 2018

Water Treatment Plant

Total Output: 16,302,040

Daily Average: 543,401

% of Capacity: 54.3%

Waste Water Treatment Plant

Total Output: 16,766,000

Daily Average: 558,867

% of Capacity: 55.9%

CITY OF LOS FRESNOS

PUBLIC WORKS DEPARTMENT

MONTHLY REPORT

SEPTEMBER 2018

CALLS FOR SERVICE	MONTH TOTAL	YEAR TO DATE
Service Connects/Disconnects	37	717
Rereads/Meter Info	106	988
Water Taps	0	12
Sewer Taps	0	0
Change Meter	4	65
Service Check for Water Leak at Account	12	118
Repaired Leak	1	23
Call for Sewer Stoppage	10	81
City Sewer Lines Unstopped	6	59
Code Enforcement/Other	51	589
Pothole Repairs	40	643
Street Repairs	0	6
Street Sign Replacement/Repaired	0	25
Asphalt Used (ton)	0.5	12.15
Gravel Used (ton)	0	18
Fire Hydrants Flushed and Oiled	6	270
Fire Hydrants Repaired	0	5
Valves Repaired	0	2
Manholes Cleaned/Repaired	3	31


Carlos Salazar, Director of Public Works

Attachment: PW SEPT 2018 (2765 : Public Works Report)

PROJECTS: 0 -ZZZZZZZZZZ

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

ISSUED DATES: 9/01/2018 THRU 9/30/2018

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

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ TYPE

131403	9/06/2018	LUITON, REYNALDO	31010 FM 1847	OWNER	WATER/SEWER TAPS	TAPS
131404	9/07/2018	IBARRA, AMBER K	307 E 8TH STREET	JORGE GARCIA	REROOF PERMIT	ALT
131405	9/11/2018	RUFF, DON & JUDY	30910 STATE HWY 100 LT25	OWNER	MOVING PERMIT	MOVING
131406	9/14/2018	ARAIZA, RICARDO JR	930 DAISY DRIVE	FATHERSON	RESIDENTIAL BUILDING	NEW
131407	9/25/2018	ARAIZA, JOSE L	525 CANCUN DRIVE	RAULE	ACCESSORY BUILDING	NEW
131408	9/25/2018	DELGADO, ROBERTO	304 CANAL STREET	LF FRAME	RESIDENTIAL BUILDING	NEW
131409	9/25/2018	DELGADO, ROBERTO	302 CANAL STREET	LF FRAME	RESIDENTIAL BUILDING	NEW
131410	9/26/2018	ALANIZ, ADRIAN & CINDY	145 VILLAGE EAST DRIVE	MOBART	RESIDENTIAL BUILDING	NEW
131411	9/26/2018	VEGA MEZOUARI, ROSALVA	701 W OCEAN BLVD	TELCO	REROOF PERMIT	ALT
131412	9/27/2018	LAW, JAMES GROVER	2098 BAJA CIRCLE	OWNER	ACCESSORY BUILDING	NEW
131413	9/28/2018	INTERDIAMOND BUILDERS, L.L.	201 VILLAGE EAST DRIVE	OWNER	RESIDENTIAL BUILDING	NEW
131414	9/28/2018	GONZALES, ELIZABETH	118 CANAL STREET	OWNER	RESIDENTIAL REMODEL/ADDITIO	ALT
131415	9/28/2018	CITY OF LOS FRESNOS	520 E OCEAN BLVD	WILSON	COMMERCIAL BUILDING	NEW
131416	9/28/2018	MENDIOLA, ROBERT	302 W 2ND STREET	RUBEN	REROOF PERMIT	ALT
*** TOTALS ***		NUMBER OF PROJECTS:	14	VALUATION:	3,823,449.98	FEES: 19,690.19

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 0/00/0000 THRU 99/99/9999
ISSUED DATES: 9/01/2018 THRU 9/30/2018
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
B - BUILDING PERMIT	6	28,890.98	474.45
CERT - CERTIFICATE OF OCCUPANCY	1	0.00	60.00
E - ELECTRICAL PERMIT CY	3	0.00	1,107.00
EDAP - EDAP AREA SEWER CONNECTIO	1	0.00	437.50
M - MECHANICAL PERMIT TIO	1	0.00	495.00
MOVING - MOVING PERMIT	1	0.00	100.00
N - BUILDING PERMIT	6	3,794,559.00	15,926.24
P - PLUMBING PERMIT	4	0.00	1,090.00
*** TOTALS ***	23	3,823,449.98	19,690.19

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 0/00/0000 THRU 99/99/9999
ISSUED DATES: 9/01/2018 THRU 9/30/2018
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

*** BUILDING CODE RECAP ***

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEES
BLANK - *BLANK*	2	7	0.00	2,199.50
101 - SINGLE FAMILY ATTACHED	11	14	557,449.98	7,773.69
324 - OFFICE, BANK & PROFESSIONAL	1	2	3,266,000.00	9,717.00
*** TOTALS ***	14	23	3,823,449.98	19,690.19

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

Date	Tuesdays at Memorial Park
09/04/18	24
09/11/18	19
09/18/18	22
09/25/18	24
Totals	89

Date	Thursdays at Community Park
09/06/18	26
09/13/18	23
09/20/18	25
09/27/18	29
Totals	103

Date	Saturdays at City Hall
09/01/18	19
09/08/18	20
09/15/18	28
09/22/18	19
09/29/18	27
Totals	113

Total attendance for the Month of September	305
--	------------

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2766)

DOC ID: 2766 A

Police Department 1. Arrests 2. Incidents 3. Accidents

Call with questions.

I recommend approval.

LOS FRESNOS POLICE DEPARTMENT

Arrests - By Violation

09\01\2018
thru 09\30\2018

Violation	# of Offenses
ABANDON ENDANGER CHILD CRIMINAL NEGLIGENCE	1
AGG ASSAULT DATE/FAMILY/HOUSE W/WEAPON	1
AGG ASSAULT W/DEADLY WEAPON	1
ASSAULT	3
ASSAULT BI FAM/HOUSE MEM 2+ W/IN 12 MONTHS	1
ASSAULT CAUSES BODILY INJURY FAMILY VIOLENCE 13a	2
CRIMINAL MISCHIEF >=\$50<\$500	1
DRIVING WHILE INTOXICATED	1
DRIVING WHILE INTOXICATED 2ND	1
EVADING ARREST DET W/VEH	1
EXECUTION OF CAPIAS OR ARREST WARRANT	15
HOLD FOR CUSTOMS	1
NO DRIVER'S LICENSE	1
POSS CS PG 1 >=1G<4G	1
POSS CS PG 2 >= 4G<400G	1
POSS CS PG 2-A <= 2OZ	2
POSS CS PG 3 <28G DRUG FREE ZONE	1
POSS MARIJ <2OZ	1
POSS MARIJ >4OZ<=5LBS	1
POSSESSION OF DRUG PARAPHERNALIA	2
PUBLIC INTOXICATION	1
PUBLIC INTOXICATION BY MINOR	1
RESIST ARREST SEARCH OR TRANSPORT	1
TERRORISTIC THREAT OF FAMILY/HOUSEHOLD 13a	2
Total Violations	44
Total Arrests	38

Attachment: LFPD SEPT 2018 (2766 : Police Department)

LOS FRESNOS POLICE DEPARTMENT

Incidents - By Violation

09\01\2018
thru 09\30\2018

Violation	Incidents
ABANDON ENDANGER CHILD CRIMINAL NEGLIGENCE	1
ABANDONED VEHICLES	2
ACCIDENT INVOLVING DAMAGE TO VEHICLE>=\$200	3
AGG ASSAULT DATE/FAMILY/HOUSE W/WEAPON	2
ALARMS	12
ANIMAL CONTROL	46
ASSAULT	3
ASSAULT BI FAM/HOUSE MEM 2+ W/IN 12 MONTHS	1
ASSAULT CAUSES BODILY INJURY FAMILY VIOLENCE 13a	2
BURGLARY OF BUILDING	1
CREDIT CARD OR DEBIT CARD ABUSE	1
CRIMINAL MISCHIEF >=\$50<\$500	1
CRUELTY TO NON-LIVESTOCK ANIMALS: FAIL TO PROV	1
D.O.C. ABUSE OR THREATEN (OFFENSIVE MANNER)	1
DEPOSITED GLASS/OTHER DEBRIS ON HIGHWAY	1
DOG AT LARGE	3
DUTY ON STRIKING UNATTENDED VEHICLE	1
EXECUTION OF CAPIAS OR ARREST WARRANT	16
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	2
FIREWORK/FIREARMS	1
GARAGE SALES	3
HARASSMENT	7
LOUD NOISE	5
NO DRIVER'S LICENSE	2
NO PROOF OF FINANCIAL RESPONSIBILITY	1
OPEN CONTAINER	4
POSS CS PG 1 >=1G<4G	1
POSS CS PG 2 >= 4G<400G	1
POSS CS PG 2-A <= 2OZ	2
POSS DEL DRUG PARAPHERNALIA	1
POSS MARIJ <2OZ	1
POSS MARIJ >4OZ<=5LBS	1
POSSESSION OF DRUG PARAPHERNALIA	5
PUBLIC INTOXICATION	1
PUBLIC INTOXICATION BY MINOR	1
RESIST ARREST SEARCH OR TRANSPORT	1
TERRORISTIC THREAT 13a	1
TERRORISTIC THREAT OF FAMILY/HOUSEHOLD 13a	1
TERRORISTIC THREAT OF FAMILY/HOUSEHOLD 13b	1
THEFT	8
WEEDED OR RUBBISH LOT	37
WELFARE CONCERN	2
Total Violations	188
Total Incidents	174

Attachment: LFPD SEPT 2018 (2766 : Police Department)

LOS FRESNOS POLICE DEPARTMENT

Accident - By Street & Intersection

09\01\2018
thru 09\30\2018

Street & Intersection	Accidents	Fatalities	Vehicles	Injured
ARROYO	1	0	3	0
ARROYO & 9TH	1	0	2	0
FM 803 & HWY 100	1	0	0	0
HWY 100 & FM 803	1	0	3	1
OCEAN & EBANO	1	0	0	0
OCEAN & EVERGREEN	2	0	2	0
OCEAN & NOGAL	2	0	0	0
OLD ALICE & OCEAN	1	0	0	0
STATE HWY 100 & FM 803	1	0	2	0
Total	11	0	12	1

Attachment: LFPD SEPT 2018 (2766 : Police Department)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 2779 A

SCHEDULED

ACTION ITEM (ID # 2779)

Municipal Court 1. Monthly Report

Call with questions.

I recommend approval.

MUNICIPAL COURT OF <u>Los Fresnos</u>		TRAFFIC		NON-TRAFFIC MISDEMEANORS	
FOR MONTH <u>Sept.</u> YEAR <u>2018</u>		NON-PARKING	PARKING	STATE LAW	CITY ORDINANCE
1. New Cases Filed During the Month		279		21	
2. Dispositions Prior to Trial:					
A. Bond Forfeitures					
B. Fined (Before trial only. If the defendant goes to trial, enter in Item 3.)					
C. Cases Dismissed (Do not include dismissals that are to be reported in Items 3C and 4 below.)					
3. Dispositions at Trial:					
A. Trial by Judge (1) Finding of Guilty		94		10	
(2) Finding of Not Guilty					
B. Trial by Jury (1) Finding of Guilty					
(2) Finding of Not Guilty					
C. Dismissed at Trial		12		4	
4. Cases Dismissed:					
A. After Driver Safety Course (C.C.P., Art. 45.0511)		40			
B. After Deferred Disposition (C.C.P., Art. 45.051)		19			
C. After Proof of Financial Responsibility (Transportation Code, Sec. 601.193)		6			
D. Compliance Dismissal (Proof of Inspection, License, or Registration)		23			
5. Community Service Ordered (For satisfaction of fine or costs only.)					
6. Cases Appealed					
7. Juvenile / Minor Activity:					
A. Transportation Code Cases Filed		6			
B. Non-Driving Alcoholic Beverage Code Cases Filed					
C. Driving Under the Influence of Alcohol Cases Filed					
D. Health & Safety Code (Tobacco) Cases Filed					
E. Failure to Attend School Cases Filed (Education Code, Sec. 25.094)					
F. Education Code (Except Failure to Attend) Cases Filed					
G. Violation of Local Daytime Curfew Ordinance Cases Filed (Loc. Govt. Code, Sec. 341.905)					
H. All Other Non-Traffic Fine-Only Cases Filed					
I. Waiver of Jurisdiction of Non-Traffic Cases (Family Code, Sec. 51.08(b))					
J. Referred to Juvenile Court for Delinquent Conduct (C.C.P., Art. 45.050 (c)(1))					
K. Held in Contempt, Fined, or Denied Driving Privileges (C.C.P., Art. 45.050 (c)(2))					
Magistrate Warnings Given (Juvenile):					
L. Warnings Administered					
M. Statements Certified					
8. Parent Contributing to Nonattendance Cases Filed (Education Code, Sec. 25.093)					
9. Safety Responsibility and Driver's License Suspension Hearings Held					
10. Search Warrants Issued (Do not include warrants for arrest.)					
11. Arrest Warrants Issued:					
A. Class C Misdemeanors Only					
B. Felonies and Class A and B Misdemeanors Only					
12. Magistrate Warnings Given: (Given to defendants charged with county or district court offense.)					
A. Class A and B Misdemeanors Only					
B. Felonies					
13. Emergency Mental Health Hearings Held					
14. Magistrate's Orders for Emergency Protection					
15. Total Revenue				\$ 65,285.45	
(Include all revenue collected during month to be remitted to city or state)					

From 9/01/2018 to 9/30/2018

Citation No. Docket No. Violator

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

Code	---	Payments	---	Refunds	---	Net	---	G/L Acct No.
FINE	349	24,109.78	3	264.80-		23,844.98	01	407-0240
CCC04	367	13,774.77	2	40.00-		13,734.77	01	2512
TFC	232	696.00	0	0.00		696.00	01	407-0240
AR	330	1,644.75	1	5.00-		1,639.75	01	407-0240
TECH	350	1,357.00	1	4.00-		1,353.00	01	407-0241
STF	246	6,966.00	1	25.00-		6,941.00	01	2512
MCBS	345	1,017.00	2	6.00-		1,011.00	01	407-0270
SJRF	341	1,361.00	2	8.00-		1,353.00	01	2512
JFCT2	335	1,768.50	2	10.80-		1,757.70	01	2512
JFCI	335	201.00	2	1.20-		199.80	01	407-0240
IDF	325	650.00	2	4.00-		646.00	01	2512
WRNTFE	109	5,232.90	0	0.00		5,232.90	01	407-0240
COLAGY	76	4,891.04	0	0.00		4,891.04	01	2513
CJFS	213	19.17	0	0.00		19.17	01	2512
CJFC	213	2.13	0	0.00		2.13	01	407-0240
TLFTA1	74	1,432.50	1	8.00-		1,424.50	01	2512
TLFTA2	72	431.10	0	0.00		431.10	01	2517
TLFTA3	72	288.00	0	0.00		288.00	01	407-0240
TPF	317	630.10	2	4.00-		626.10	01	2512
TP-L	69	582.30	1	10.00-		572.30	01	407-0240
TP-S	62	720.00	1	12.50-		707.50	01	2512
TP-L-J	59	146.40	1	2.50-		143.90	01	407-0260
CS2	22	519.10	0	0.00		519.10	01	407-0280
AF2	24	480.00	0	0.00		480.00	01	407-0240
TXSBLT	4	134.00	0	0.00		134.00	01	2515
SPEX	17	1,008.40	0	0.00		1,008.40	01	407-0290
DSC	39	386.10	0	0.00		386.10	01	407-0240
JCPT2	1	2.00	0	0.00		2.00	01	2512
CVC	1	15.00	0	0.00		15.00	01	2512
CCC	1	17.00	0	0.00		17.00	01	2512
FA	1	5.00	0	0.00		5.00	01	2512
JCD	1	0.25	0	0.00		0.25	01	2512
JFCT	10	34.00	0	0.00		34.00	01	2512
AF	2	20.00	0	0.00		20.00	01	407-0240
ACC	2	40.00	0	0.00		40.00	01	407-0240
OP	1	1.00	1	1.00-		0.00	01	2516

CITY	28,694.50
COURT	1,353.00
BLDG. SEC.	1,011.00
JUDGE ED	143.90
OMNI	431.10
COLL. AG	4,891.04
CHILD	519.10
OP	0.00
STATE	33,132.85
TOTAL	70,176.49

Attachment: COURT SEPT 2018 (2779 : Municipal Court)

total: 5013 70,583.29 25 406.80- 70,176.49

Cash Payments....+	\$64,309.99	
Bond Forfeited...+	\$0.00	
Bond Applied.....+	\$5,867.50	
Payment Refunded.-	\$1.00-	
Fees/Fines Paid..=		\$70,176.49
Cash (Payments)...+	\$64,309.99	
Cash (Bonds).....+	\$2,707.00	
Total Cash Trans.=		\$67,016.99
Cash Refunds.....-	\$1.00-	

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:

SCHEDULED

ACTION ITEM (ID # 2768)

DOC ID: 2768 A

Library Report 1. Monthly Report

Call with questions.

I recommend approval.



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

Number of Patron Checking Out Materials

Adult	586
Children	54
Teens	1
Summer Reading	67



Material Types Checked Out

Adult Books	209
Children Books	151
Young Adult Books	148
Videos	158
Audios	0
Other Language Books	27
Hotspots	26
Laptops	5



Items Downloaded

eBooks	33
eAudiobooks	3



Patron Access Computer Use

Total Sessions	503
Total Time	268 hours
Guest Passes	502



Free WiFi Access Use

Total Sessions	425 Library WiFi
Total Time	1,235 hours
Total Sessions	232 Park WiFi
Total Time	580 hours



What Happened In the Library

Hours Open	160 hours
Visits	3,485
Children Program Attendance	125
Volunteer Hours	75
New Cards Issued	20
Cards Renewed	75
New Books Added	58
New eBooks Added	434
New Videos Added	8
Hotspots Added	0
Books Weeded	27
Videos Weeded	0
Reference Questions	348
Assists in Computer Lab	262
Patron Copies	1,054
Patron Faxes sent	82
Patron Printouts	1,137
Library Staff Copies	1,488
Replacement Cards	17



City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 2769 A

SCHEDULED

ACTION ITEM (ID # 2769)

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 2018

<u>FIRES</u>	<u>INSIDE CITY</u>	<u>OUTSIDE CITY</u>
Business Structures		
Dwellings	<u>1</u>	
Mobile Homes		
Grass		<u>2</u>
Refuse		<u>1</u>
Institutional		
Motor Vehicles		
Rescue Calls	<u>2</u>	<u>5</u>
Incendiary or Suspicious Fires		
Other Calls	<u>4</u>	<u>8</u>
TOTAL ALARMS		<u>23</u>

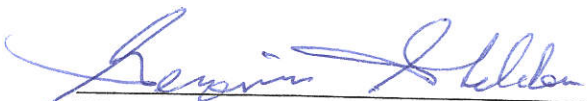
MONTHLY FIRE PREVENTION INSPECTIONS

Commercial Businesses	<u>4</u>	Institutions	<u>2</u>
Industrial Structures		Homes	<u>1</u>
Public Buildings	<u>3</u>	Apartments	
Hotels/Motels			
TOTAL INSPECTIONS	<u>10</u>		

SCHOOL, HOSPITAL AND NURSING HOME FIRE DRILLS SUPERVISED: _____

LECTURES-PRESENTATIONS MADE/FILMS: SHOWN _____ TOTAL AUDIENCE _____

FIRES INVESTIGATED: (ACCIDENTAL) 1 (INCENDIARY) _____


FIRE MARSHAL, CITY OF LOS FRESNOS

Attachment: FIRE MARSHAL SEPT 2018 (2769 : Fire Marshal's Report)

City Council
200 North Brazil
Los Fresnos, TX 78566

Meeting: 10/09/18 06:00 PM
Department: City Secretary
Category: Report
Prepared By: Jacqueline Moya
Initiator: Jacqueline Moya
Sponsors:
DOC ID: 2776

SCHEDULED

ACTION ITEM (ID # 2776)

EMS Report 1. Quarterly Report

Call with questions.

I recommend approval,

LOS FRESNOS AMBULANCE SERVICE, INC.

P.O. BOX 776

LOS FRESNOS, TX 78566

PH: (956)233-5007

FAX: (956)233-4751

4TH Quarter 2018 County Calls

JULY 2018

LF	77	47%
CC	74	46%
IL	3	2%
LV	3	2%
PI	2	1%
SPI	2	1%
B	0	0%
H	2	1%
SB	0	0%

TOT: 163

AUGUST 2018

72	42%
93	55%
1	1%
1	1%
0	0%
0	0%
0	0%
1	1%
0	0%

168

SEPTEMBER 2018

75	48%
73	47%
5	3%
2	1%
0	0%
0	0%
1	1%
0	0%
0	0%

156

Attachment: EMS 4TH QUARTER 2018 (2776 : EMS Report)