

**CITY COMMISSION
AGENDA
REGULAR MEETING
MAY 21, 2025
@ 5:30 PM
CITY HALL, TOWN HALL MEETING ROOM
2ND FLOOR, 118 E. TYLER AVENUE
HARLINGEN, TEXAS**

Notice is hereby given that the City Commission of the City of Harlingen, Texas will hold a Regular Meeting on **WEDNESDAY, MAY 21, 2025 at 5:30 P.M.** at City Hall, Town Hall Meeting Room, 118 E. Tyler Avenue, Harlingen, Texas and provide the public the ability to view the meeting via internet live-streaming at www.harlingentx.gov and the City of Harlingen YouTube Page.

The public will be permitted to offer citizen communication or participate in items listed as public hearings as provided by the agenda and as permitted by the presiding officer during the meeting.

To offer citizen communication or participate in scheduled public hearings, go to www.harlingentx.gov and click on "PUBLIC HEARING AND CITIZEN COMMUNICATION FORM." Fill out the form and indicate the item you wish to address, and submit the form.

Please indicate (1) the agenda item on which you wish to speak, (2) whether you prefer to speak on the item during citizen communication or at the time the agenda item is brought for consideration before the City Commission.

To submit written comments requesting an item for City Secretary, go to www.harlingentx.gov and click on "PUBLIC HEARING AND CITIZEN COMMUNICATION FORM" write your comments (limited to 400 words or less) and submit the form.

PLEASE SUBMIT WRITTEN COMMENTS BEFORE 3:00 P.M. THE DAY OF THE MEETING.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Open Meetings Act.

City of Harlingen meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary's Office at (956) 216-5001 or write Post Office Box 2207, Harlingen, Texas 78550 at least 48 hours in advance of the meeting.

The Harlingen City Commission reserves the right, pursuant to the Texas Government Code Chapter 551, Subchapter D, to enter into closed executive session on any item posted on the agenda if a matter is raised that is appropriate for closed discussion.

- 1) **Call Meeting to Order:**
 - a) Invocation - Commissioner Frank Morales
 - b) Pledge of Allegiance
 - c) Welcome Citizens
- 2) **Conflict of Interest:**

" Under State Law, a conflict of interest exists if a commission member, or certain members of that person's family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item. Are there any known conflicts of interest to disclose at the time? " **(City Attorney)**
- 3) **Announcements:** *With respect to items not listed elsewhere on this agenda, the City Commission may report on items of community interest, including announcing community events, announcing employee or community recognitions.*
 - a) Mayor's Announcements
 - b) City Manager's Announcements
 - c) City Commission Member Announcements
- 4) **Proclamation/Presentation of Awards:**
 - a) Harlingen Animal Shelter- "Pet of the Week"
 - b) Mayor's Business of the Month - "Don Gallito Restaurant"
 - c) Proclamation - "Foster Care Awareness Month"
 - d) Proclamation-Proclaiming the Week of May 18-24, 2025 as "National Public Works Week"
- 5) **Citizen Communication:** *At this time, the public is invited to address the City Commission and speak on any matter not specifically listed for public hearing elsewhere in this agenda. Please note that the City Commission members may not respond to comments or deliberate on topics addressed.*
- 6) **Approval of Minutes:**
 - a) Regular Meeting of February 19, 2025
- 7) **Consent Agenda:** *No discussion is anticipated on any of the items in this section because they are routine business, were included in the budget adoption process, or have been previously discussed as a staff report or discussion item. These items will be considered collectively by a single vote, unless a commission member requests an item be removed from the consent agenda.*
 - a) Consideration and possible action to approve an ordinance on second and final reading authorizing Visit Harlingen (Harlingen CVB) to sell souvenir items at the Downtown Improvement District office. Attachment **(CVB)**.
 - b) Consideration and possible action to approve a resolution authorizing the submission of a grant application to the 2025 Transportation Alternatives Call for Projects and dealing with related matters. Attachment **(Special Projects Department)**
 - c) Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Texas General Land Office Local Hazard Mitigation Plans Program. Attachment **(Special Projects Department)**

- d) Consideration and possible action to adopt an ordinance on second and final reading amending the City of Harlingen Code of Ordinances Chapter 111, Zoning, Article XVIII, Section 111-505(a) Special Use Permits; by eliminating the need for a special use permit to receive a recommendation from the Downtown Improvement District Board and eliminating the language to not allow an adult business in the Downtown District Overlay. Applicant: City of Harlingen. Attachment (**Planning & Development**)
 - e) Consideration and possible action to approve an ordinance on second and final reading for a rezoning request from Residential, Single Family ("R-1") District to Planned Development ("PD") District to allow 32 foot wide paved streets with 50 feet of right-of-way and smaller lots for Lots 4, 8, 18, 22, 25, 26, 42, 53, 57 for a 140 lot single-family residential development on a property bearing a legal description of the West 19.5500 acres and the North 9.5500 acres of Block 76, Lon C. Hill Subdivision, located at the southwest corner of Lipscomb Avenue and West New Hampshire Street. Applicant: Ricardo Garcia c/o Affordable Homes of South Texas Inc. Attachment (**Planning & Development**)
- 8) **Staff Reports and Other Discussion Items:** *Items in this section are not expected to require action by the City Commission and are generally for information only. However, any item listed in this section may become an action item at a future meeting with the request of the Mayor, or after the request of any two Commission members, or the City Manager.*
- a) City Manager's Report
 - b) Staff Reports - Sandee Alvarez-(CDBG Director)
- 9) **Public Hearings:** *At this time, the Mayor will invite members of the public who have filled out the Public Hearing and the Citizen Communication Form to address each item listed in this section. Please limit your comments to the topic of that public hearing. If more than one public hearing is being held, you will be allowed to speak during each topic, provided you have filled out the Public Hearing and Citizen Communication Form for the appropriate topic. If you are signed up for two (2) or more Public Hearings, you will be limited to 5 minutes for all topics.*
- a) Public hearing for the voluntary annexation of 88.40 acres of land out of a Portion of Blocks 15 and 16 Subdivision "C", located along Kroger Avenue/Lafayette Avenue, west of Chester Park Road. Applicant: Javier Hinojosa c/o William Lewis Youngblood and Jonny Nurdin. Attachment (**Planning & Development**)
 - b) Public hearing for a rezoning request from Residential, Single Family ("R-1") District to General Retail ("GR") District to 3.6780 acres out of Block 23, Briggs and Coleman Subdivision of Section 49, located on the south side of Montezuma approximately 2,395 feet west of 25th Street. Attachment (**Planning & Development**)
 - c) Public hearing for a rezoning request from Residential, Multi-Family ("M-2") District to General Retail ("GR") District for 7.52 acres of land, bearing a legal description of Lot 1, Block 1, Windsong Subdivision, located south of Lincoln Avenue, approximately 910 feet east of S. Palm Court Drive. Applicant: Tycen Hanna c/o Riverstone Crossing, LLC. Attachment (**Planning & Development**)
 - d) Public hearing for a Special Use Permit ("SUP") to allow a Community Residential Facility in a General Retail ("GR") District on a property bearing a legal description of 5.9236 acres out of 8.6170 acres out of Block 55, David & Stephenson Subdivision, located on the southeast corner of Breedlove Street and North Loop 499. Applicant: Alan Ozuna. Attachment (**Planning & Development**)
- 10) **Action Items:** *City Commission will discuss, consider, and take any action deemed necessary on items listed in this section, including the adoption of a resolution or an ordinance.*

Ordinances:

- a) Consideration and possible action to approve an ordinance on first reading for a request for the voluntary annexation of 88.40 acres of land out of a Portion of Blocks 15 and 16 Subdivision "C", located along Kroger Avenue/Lafayette Avenue, west of Chester Park Road. Applicant: Javier Hinojosa c/o William Lewis Youngblood and Jonny Nurdin. Attachment **(Planning & Development)**
- b) Consideration and possible action to approve an ordinance on first reading for a request to rezone from Residential, Single Family ("R-1") District to General Retail ("GR") District to 3.6780 acres out of Block 23, Briggs and Coleman Subdivision of Section 49, located on the south side of Montezuma approximately 2,395 feet west of 25th Street. Attachment **(Planning & Development)**
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- d) Consideration and possible action to approve an ordinance on first reading for a Special Use Permit ("SUP") request to allow a Community Residential Facility in a General Retail ("GR") District on a property bearing a legal description of 5.9236 acres out of 8.6170 acres out of Block 55, David & Stephenson Subdivision, located on the southeast corner of Breedlove Street and North Loop 499. Applicant: Alan Ozuna. Attachment **(Planning & Development)**
- e) Consideration and possible action to approve an ordinance on first reading amending the City of Harlingen's Budget for Fiscal year 2025. Attachment **(Finance Dept.)**

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- f) Consideration and possible action to approve the preliminary construction plans and final plat with conditions of the proposed Villas at Paso Real Subdivision, bearing a legal description of 12.537 acres being a part or Portion out of Lots 1, 2, 7, and 8, Block 146, located at the northwest corner of Haine Drive and FM 509. Applicant: Melden & Hunt, INC c/o HDP Paso Real, LLC. Attachment **(Planning & Development)**
 - g) Consideration and possible action to authorize the City Manager to sign an access and utility easement document for the installation of an additional distribution line on the subject property, bearing a legal description of 0.174 acres out of Block 67, Harlingen Land and Water Company Subdivision. Applicant: AEP Texas. Attachment **(Planning & Development)**
 - h) Consideration and possible action to authorize the City Manager to award a construction contract with SLR Building Contractors, LLC, for the animal shelter outdoor kennels extension, designed in-house by the City's Engineering Department. Attachment **(Engineering Dept.)**
 - i) Consideration and possible action to select the highest ranking consulting firm and authorize the City Manager to negotiate and execute a contract pursuant to RFQ No. 2025-08 Historic Resources Survey. Attachment **(Special Projects Department)**.
 - j) Consideration and possible action to approve a resolution suspending the June 24, 2025, effective date of the proposal by Texas Gas Service Company, a Division of One Gas, Inc.-Rio Grande Valley Service Area, to Implement Interim Grip Rate Adjustments for Gas Utility Investment in 2024 and requiring delivery of this resolution to the Company and Legal Counsel. Attachment **(City Manager)**

11) **Board Appointments:**

Specifically, appointment or discussion and possible action to include appointment and/or removal of any position subject to appointment or removal by statute, ordinance, or bylaws.

Airport
Animal Shelter Advisory Committee

Audit Committee (Terms expire in June)
Charter Review Committee (Ad Hoc)
Civil Service Commission
Community Development Advisory Board (1)
Construction Board of Adjustments (4)
Convention & Visitors Bureau
Development Corporation of Harlingen, Inc.
Downtown Improvement Board
Golf Course Advisory Board
Harlingen Community Improvement Board
Harlingen Housing Authority Board
Harlingen Finance Corporation (6)
Harlingen Teen and Young Adult Advisory Board (2)
Healthy Harlingen Advisory Board
Keep Harlingen Beautiful Board
Library Advisory Board
Mayor Wellness Council
Museum Advisory Board (1)
Parks Advisory Board
Planning & Zoning Advisory Board
Senior Citizens Advisory Board (1)
Small Business Committee
Tax Increment Finance Board
Utility Board of Trustees
Veterans Advisory Board
Zoning Board of Adjustment (2)

- 12) **Executive Session:** *All items listed in this section will be deliberated in a closed session. Members of the public are not generally permitted to attend a closed session. Executive Session items may be considered as an action item at the discretion of the Mayor. However, City Commission will not take any action in closed session.*
- a) Pursuant to Texas Government Code 551.071-attorney consultation and contemplated litigation (**City Attorney**)
- 13) **Action on Executive Session Items:** *The City Commission will reconvene in open session and may take action on any item listed in the Executive Session Section of this agenda.*
- a) Consideration and possible action on Item 12(a) as discussed in executive session.
- 14) **Adjournment:**

I, the undersigned authority, do hereby certify that the above Notice of the Regular Meeting of the Harlingen City Commission is a true and correct copy of said notice posted on the bulletin board at City Hall of said City of Harlingen, Texas in a place convenient and readily accessible to the general public at all times and on the City's Internet Website and said Notice was posted on **FRIDAY, MAY, 16, 2025** at or before 10:05 (a.m.) p.m. and remained so posted for at least 72 hours preceding the time of said meeting.

Dated this 16th day of MAY, 2025


Hermelinda Gonzales, Interim City Secretary

REGULAR MEETING

CITY COMMISSION

HARLINGEN, TEXAS

A Regular Meeting of the Harlingen City Commission was held February 19, 2025 at 5:30 P.M., at City Hall, Town Hall Meeting Room, 118 E. Tyler, Harlingen, Texas and providing the public the ability to view the meeting via internet, live streaming and permitting the public to offer citizen communication or participate in items listed on the agenda via videoconferencing or telephonically via www.harlingentx.gov Those in attendance were:

Mayor and Commissioners

Mayor Norma Sepulveda
Mayor Pro-Tem Ford Kinsley
Daniel N. Lopez, Commissioner District 2
Michael Mezmar, Commissioner District 3
Frank Morales, Commissioner District 4
Rene Perez, Commissioner District 5

City Staff

Gabriel Gonzalez, City Manager
Hermelinda Gonzales, Interim City Secretary
Mark Sossi, City Attorney

1. Call Meeting to Order:

- a) Invocation – Commissioner Daniel N. Lopez
- b) Pledge of Allegiance – Mayor Norma Sepulveda
- c) Welcome Citizens – Mayor Norma Sepulveda

2. Conflict of Interest

“Under State Law, a conflict of interest exists if a council member, or certain members of that person’s family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item. Are there any known conflicts of interest to disclose at this time?”

Mark Sossi, City Attorney, read the conflict of interest and asked the mayor and City Commissioners if they had a conflict on any item on the agenda.

Commissioner Daniel N. Lopez abstained from Agenda Item 10(f).

3. Announcements –

a) Mayor’s Announcements:

Mayor Sepulveda welcomed Priscilla West as the City of Harlingen's new Director of Communications and Media. Mayor Sepulveda noted that Ms. West's first day coincided with the Harlingen Marathon, a signature event that continues to grow each year. Additionally, Mayor Sepulveda extended heartfelt appreciation to city staff, volunteers, first responders, sponsors, and the Convention and Visitors Bureau for their dedication and efforts in organizing another outstanding marathon.

Mayor’s Business of the Month

Presentation of The Hearing Aid Company of Texas

Ariel Bravo, a Hearing Instrument Specialist at the Hearing Aid Company of Texas, provides comprehensive hearing healthcare services, including tests, consultations, hearing aid fittings,

repairs, maintenance, and ear cleanings. Founded over 30 years ago by Wayne Hoffman, the company is dedicated to educating the community about hearing loss and its impact on daily life. They work with insurance providers and aim to make hearing aids accessible while addressing concerns about cost and stigma. The team assists clients in finding the right solutions tailored to their needs.

Mr. Bravo proudly accepted the Business of the Month Award on behalf of the dedicated team at The Hearing Aid Company of Texas. He emphasized that their success has been driven by the commitment of their staff, the loyalty of their customers, and the support of the community.

Mayor Sepulveda expressed gratitude to The Hearing Aid Company of Texas for their contributions and presence in the community.

b) City Manager Announcements:

Mr. Gabriel Gonzalez reminded everyone about the upcoming Community-Wide Clean-Up scheduled for March 1, 2025, from 8:00 a.m. to 12:00 p.m. Waste containers will be available at the parking lot of the Lon C. Hill Building, located at 502 E. Tyler Avenue, Harlingen, TX 78550. Details regarding the types of trash items that will be accepted will be posted on the city website.

c) City Commission Member Announcements –

Mayor Pro-Tem Ford Kinsley recognized the 80th anniversary of the Battle of Iwo Jima and extended condolences to Colonel Glenn Hill, former superintendent of the Marine Military Academy, on the passing of his wife, Jody Hill.

Commissioner Morales apologized to Dawn Rae Leonard regarding her appointment to the Utility Board of Trustees and commented on her dedication and commitment.

Commissioner Perez announced that on Thursday, February 27, 2025, at 5:30 p.m., a Neighborhood Park Meeting will be held at City Hall to discuss the proposed park on South Palm Court. He encouraged residents in the area to attend and provide feedback on the project. Additionally, he wished the Harlingen South students competing in their state qualifiers good luck and hopes that they bring home some state titles.

4. Proclamation/Presentation of Awards:

a) Presentation by Harlingen Animal Shelter- "Pet of the Week" –

Shannon Harvill, Health Director, introduced Clementine, a one-year-old, spayed dog who is up to date on her vaccines. Clementine is described as super sweet and very active, making her an excellent match for a similarly active family. She has been at the Harlingen Animal Shelter for 111 days and is patiently awaiting her forever home. Anyone interested in adopting Clementine or any other animal, can visit the Harlingen Animal Shelter at 1106 Markowsky Avenue, Harlingen, Texas, or call (956) 216-5250. Additionally, Ms. Harvill reminded everyone about an upcoming vaccine clinic on Saturday, February 22, 2025. Pre-registration will be held on February 20 and 21, from 4:00 PM to 7:00 PM, with 100 vaccines available. Pre-registration is required in person, and proof of residency must be provided.

b) Proclamation – Honoring Black History Month

February 2025 is proclaimed Black History Month in Harlingen, Texas, by Mayor Norma Sepulveda. The month is dedicated to celebrating the contributions and vibrant culture of the Black community, honoring the achievements and legacies of past generations, and confronting both historical and ongoing injustices. Harlingen reaffirms its commitment to equality, inclusion, and recognizing the contributions of local Black residents, encouraging all to join in the celebration.

Alfonso Gatling, Pastor of Mount Olive Worship Center and Co-Founder of Village in the Valley, accepted the proclamation on behalf of his organization and collaborative partners. He expressed his gratitude to the City of Harlingen for recognizing the contributions the African American community has made to the city.

c) Proclamation – Honoring The Rotary Clubs of Harlingen

The Rotary Clubs of Harlingen North, Harlingen Rotary Club, Sunburst Rotary Club and The San Benito Rotary Club have collectively provided 120 years of dedicated service to their local communities and the world. The Rotary Foundation transforms donations into impactful, sustainable projects that promote peace, combat disease, provide clean water, support education, grow local economies, and protect the environment. Rotary District 5930 in South Texas and its clubs are committed to fostering peace within communities, schools, and families. Mayor Norma Sepulveda of Harlingen, Texas, encourages all citizens to honor and celebrate Rotary International's 120th Anniversary on February 23, 2025.

President-elect Victor Rivera of The Rotary Club of Harlingen, Texas, expressed his gratitude for the city's recognition. He emphasized the club's ongoing search for new members and highlighted the honor and privilege of being part of the 120-year celebration of "Service Above Self." Rivera encouraged the public to visit and reaffirmed the club's commitment to community engagement. On February 23, 2025, they will be at Doctor Rodriguez Elementary, working on a playscape for children. He invited the community to volunteer and support the project.

5. Citizen Communication:

- Raymond Reyes–Transparency, homeless issue, and City Events
- Tim Elliott – Tony Butler Golf Course
- Gilbert Lucio – Character reference for HWWS Candidate-Dawn Rae Leonard
- Dawn Rae Leonard – Rebuttal to February 5th Citizen Communication
- Juan Sevilla – Harlingen Municipal Auditorium
- Martin Rook – Downtown at Sundown
- Celina Garrison – Tony Butler Golf Course Employee need
- Julio Carranza – HWWS Fees, Implementation of 2024 Building Code
- Robert Leftwich – Taxes, travel, and waste
- Edward Rocha – Golf
- June and Sandra Rodriguez – Trails
- David Hernandez – Trails
- Rob Forbes – Trails

6. Approval of Minutes:

- a) Special Joint Meeting of the City Commission and Harlingen Airport- December 12, 2024.

Motion was made by Commissioner Lopez and seconded by Mayor Pro-Tem Kinsley to approve the Special Joint Meeting of the City Commission and Harlingen Airport- December 12, 2024. Motion carried unanimously.

7. Consent Agenda:

- a) Consideration and possible action to approve a request to close the following streets for the St. Patrick's Lager Jogger Event, Friday, March 14, 2025, from 6:00 p.m. to 9:00 p.m. beginning and ending at Lon C. Hill Park located at 1217 Fair Park Boulevard.

The following streets are requested to be temporarily closed throughout the duration of the event beginning at 6:00 p.m. to 10:00 p.m.:

- Fair Park Blvd. / North "L" & "J" Streets
- Fair Park Blvd. / North "O" Street (Northside of intersection)
- Fair Park Blvd. / West Adams Street

- Expressway 77 North Frontage Road / West Teege Ave. (Eastside of intersection)

- b) Consideration and possible action to approve an ordinance on second and final reading, amending Ordinance No. 2010-37 to ensure full compliance with Chapter 2303 of the Texas Government Code.

ORDINANCE NO. 2025-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HARLINGEN, TEXAS, REAFFIRMING THE CITY'S PARTICIPATION IN THE TEXAS ENTERPRISE ZONE PROGRAM PURSUANT TO THE TEXAS ENTERPRISE ZONE ACT, CHAPTER 2303, TEXAS GOVERNMENT CODE ("ACT"); CONFIRMING THE DESIGNATION OF A LIASION FOR COMMUNICATION WITH INTERESTED PARTIES; PROVIDING AVAILABLE TAX INCENTIVES; AND ALLOWING FOR FUTURE NOMINATIONS OF QUALIFIED BUSINESSES AND ENTERPRISE PROJECTS TO BE APPROVED BY RESOLUTION IF NOMINEE MEETS ALL REQUIREMENTS AS ESTABLISHED BY THE ACT AND ANY OTHER APPLICABLE STATE LAW.

PASSED AND APPROVED on first reading this the 5th day of February 2025.

PASSED AND APPROVED on the second and final reading this the 19th day of February 2025.

ATTEST:

/s/ Hermelinda Gonzales, Interim City Secretary

CITY OF HARLINGEN

/s/Norma Sepulveda, Mayor

- c) Consideration and possible action to approve a resolution authorizing the city manager to submit pre- and final grant applications to the Texas Department of Transportation 2025 Transportation Alternatives (TA) Set-Aside Call for Projects.

Commissioner Morales asked to remove Item 7(d) from the Consent Agenda.

Motion made by Commissioner Perez and seconded by Commissioner Lopez to approve remaining items No. 7(a through c). Motion carried unanimously.

Commissioner Morales raised questions about a grant directed towards Grimes Avenue to North Sunshine Strip along Loop 409. He expressed his concerns for the traffic congestion on Ed Carey Drive to Highway US 77.

Special Projects Director Ana Hernandez explained that the grant is intended for transportation funding, which could potentially include projects like shared-use paths, trails, or sidewalk infrastructure at other locations.

Commissioner Morales suggested adding sidewalks along the South Frontage Road from Ed Carey Drive to Rangerville Road, though Ms. Hernandez noted concerns about sufficient right-of-way.

Discussions revealed the state owns the Frontage Road, requiring coordination with Texas Department of Transportation (TxDOT).

City Manager Gabriel Gonzalez proposed consulting TxDOT about plans for Morales' suggested areas, which could be included in a future study if TxDOT has no plans. Additionally, Mr. Gonzalez discussed TxDOT plans to construct medians on Ed Carey Drive, though this involves private property and lighting concerns, which according to TxDOT, they do not provide.

Ms. Hernandez suggested developing proposals for Morales' areas either through new grants or future project calls.

Motion was made by Commissioner Perez and seconded by Commissioner Mezmar to approve 7(d). Motion carried unanimously.

8. **Staff Reports and Other Discussion Items:**

- a) City Manager's Report - NONE
- b) Staff Reports – Community Development (CDBG)
- c) Presentation by Ralph Vela-Executive Director for Workforce Solutions

- Ralph Vela, Executive Director of Workforce Solutions, addressed the commission to discuss workforce development and its impact on Cameron County. He emphasized the importance of providing tools—both tangible and intangible—to support job creation, which reduces poverty, strengthens industries, and improves lives. He proposed hosting a future workshop on workforce initiatives. Mr. Vela highlighted key labor market data, noting 49,000 healthcare jobs, followed by education, retail trade, and food services as leading industries in the county. He also addressed declining birth rates in Texas border communities, including Cameron County. Vela urged ongoing collaboration with industry partners to improve economic outcomes and stressed the importance of strategic planning to shape the region's workforce future.

Mayor Sepulveda thanked Mr. Vela and Workforce Solutions team for their service to the community. Mayor Sepulveda affirmed that she and the Commissioner's are committed to ensure that there are high paying job opportunities in our community and look forward to a Workforce workshop.

- d) Presentation by Robert Rodriguez, Finance Department on the City of Harlingen Investment Report for the quarter ending December 31, 2024.

Rescheduled for the next City Commission meeting of March 19, 2025.

9. **Public Hearings:**

Mayor Sepulveda announced Items (9 – a and b) are public hearings, and anyone wishing to speak for or against them could do so.

- a) Public hearing for a rezoning request from Not Designated ("N") District to Light Industry ("LI") District for 12.45 acres of land out of Block 68, Palmetal Company Subdivision, located along the north side of FM 106, approximately 1,295 feet east of FM 509. Applicant: Chris Hamby c/o Whiting Investments, Ltd.

- Item 9(a)- None

- b) Public hearing for a Special Use Permit ("SUP") to allow a bar/lounge in a General Retail ("GR") District located at 712 North 77 Sunshine Strip, Suite 34, bearing a legal description of Lots 1-2 & North Part of Lot 3, Coronado Acres Subdivision 3. Applicant: Karlos Esquivel.

- Item 9(b)- None

There being no further comments from the public, Mayor Sepulveda closed the public Hearings.

10. **Action Items:**

Ordinances:

- a) Consideration and possible action to adopt an ordinance on first reading for a rezoning request from Not Designated ("N") District to Light Industry ("LI") District for 12.45 acres of land out of Block

1 68, Pal metal Company Subdivision, located along the north side of FM 106, approximately 1,295
2 feet east of FM 509. Applicant: Chris Hamby c/o Whiting Investments, Ltd.
3

4 Motion was made by Commissioner Lopez and seconded by Commissioner Perez to adopt an
5 ordinance on first reading for a rezoning request from Not Designated ("N") District to Light Industry
6 ("LI") District for 12.45 acres of land out of Block 68, Pal metal Company Subdivision, located along
7 the north side of FM 106, approximately 1,295 feet east of FM 509. Applicant: Chris Hamby c/o
8 Whiting Investments, Ltd. Motion carried unanimously.
9

- 10 b) Consideration and possible action to adopt an ordinance on first reading for a Special Use Permit
11 ("SUP") to allow a bar/lounge in a General Retail ("GR") District located at 712 North 77 Sunshine
12 Strip, Suite 34, bearing a legal description of Lots 1-2 & North Part of Lot 3, Coronado Acres
13 Subdivision 3. Applicant: Karlos Esquivel.
14

15 Commissioner Perez inquired whether this is the same location as Classic's Bar and Grill.

16 Soledad Nunez, City Planner, confirmed that Classic's remains in operation and that this project
17 would be an addition.

18 Commissioner Morales expressed concerns regarding the limited space and emphasized the
19 importance of the applicant's understanding of the Americans with Disabilities Act (ADA), which will
20 influence the project's requirements.

21 Ms. Nunez advised that the applicant has already consulted with the Deputy Building Official,
22 who has outlined the necessary procedures. She confirmed that the applicant is aware of the need
23 to submit building permits and comply with all applicable codes and regulations.

24 Motion was made by Commissioner Morales and seconded by Commissioner Perez to adopt
25 an ordinance on first reading for a Special Use Permit ("SUP") to allow a bar/lounge in a General
26 Retail ("GR") District located at 712 North 77 Sunshine Strip, Suite 34, bearing a legal description
27 of Lots 1-2 & North Part of Lot 3, Coronado Acres Subdivision 3. Applicant: Karlos Esquivel. Motion
28 carried unanimously.
29

- 30 c) Consideration and possible action to approve an ordinance on first reading amending the City of
31 Harlingen's Budget for Fiscal Year 2025.
32

33 Commissioner Perez inquired about the purchase of a vehicle for the Municipal Court Judge
34 and whether she uses it frequently.
35

36 Mr. Gonzalez confirmed that she uses the vehicle daily, traveling between Brownsville and
37 Harlingen, particularly when the City requires magistration services. He also clarified that she did
38 not take out a loan.
39

40 Commissioner Morales requested confirmation regarding whether the City received a rebate
41 check for \$11,000 from TXU Energy.
42

43 Mr. Gonzalez confirmed that they did, explaining that TXU sometimes requests a reduction in
44 energy consumption, and at the end of the month, they evaluate the amount saved before issuing
45 a rebate check accordingly.
46

47 Motion to approve was made by Commissioner Lopez and seconded by Commissioner Perez
48 action to approve an ordinance on first reading amending the City of Harlingen's Budget for Fiscal
49 Year 2025. Motion carried unanimously.
50

- 51 d) Presentation and possible action on the Homeless study final report by Robert Marbut.
52

1 Robert Marbut conducted a homelessness study in Harlingen. He noted homelessness is
2 influenced by people's monthly finances and weather patterns. For example, the homeless
3 population rises from 47 people at the beginning of the month to 71 people by month's end, due to
4 their finances being depleted by the end of the month. Weather also plays a role, with individuals
5 migrating based on temperatures.
6

7 Mr. Marbut highlighted safety concerns, urging enforcement against living near high-speed
8 intersections. He identified Loaves and Fishes as the city's primary service provider, recognizing
9 their impactful work despite limited resources. He recommended additional funding to Loaves and
10 Fishes to expand bed space and increase case management services. Mr. Marbut stressed the
11 importance of balancing compassion with accountability to avoid enabling behavior. He urged
12 proactive measures to address homelessness now, warning that delays could lead to greater
13 challenges and higher costs in the future.
14

15 A discussion between the Mayor Sepulveda, Commissioners, and Mr. Marbut identified
16 Gutierrez Park as the area with the highest level of homelessness among local parks.
17

18 Mayor Sepulveda raised concerns about supporting homeless individuals with pets.
19

20 Mr. Marbut cited Haven for Hope in San Antonio as a successful example, where kennels,
21 veterinary services, and volunteers were organized to care for the animals. He emphasized the
22 importance of implementing a plan that accommodates pets to remove barriers to accept
23 assistance. Additionally, it was noted that there is a relatively low number of veterans experiencing
24 homelessness.
25

26 e) Presentation and possible action on the Annual City Events Calendar.
27

28 Alexis Riojas, Downtown Director, provided an overview of the 2025 events calendar.
29

30 Mayor Sepulveda requested that the Harlingen Police Department Memorial Day Event not
31 overlap with other events and asked for an advance copy of the schedule once finalized.
32

33 Two Father's Day weekend events—Brews and Tunes and the BBQ Cook-Off—may be
34 adjusted, with Commissioner Perez supporting both for entertainment.

35 Commissioner Lopez asked about event success metrics, and Mr. Gonzalez clarified the focus
36 is on community engagement rather than financial gains.
37

38 Commissioner Perez proposed merging the Animal Shelter Microchip Clinic Event with
39 Downtown at Sundown to increase attendance.
40

41 Commissioner Lopez raised concerned about social media promotion, with Mr. Gonzalez
42 assuring improved communication efforts and a new monthly podcast.
43

44 The Commission scheduled Freedom Fest for July 4, 2025, and confirmed Downtown at
45 Sundown would run seven months annually, starting in March. Staffing remains a concern, with
46 Mayor Sepulveda suggesting downtown businesses assist, noting mutual benefits. Ms. Riojas
47 highlighted volunteer hour requirements under the Texas Main Street Program.
48

49 Mayor Sepulveda emphasized collaboration across departments to improve event planning.
50

51 Ms. Riojas outlined the benefits of the city's accreditation under the Texas Main Street
52 Program, National Historic Trust Fund, and Texas Historical Commission, which include grants and
53 networking opportunities. She is developing a Historic Resource Survey with Special Projects
54 Director Ana Hernandez.
55

56 Commissioner Lopez noted Texas Historical Commission support for downtown preservation.

Commissioner Perez asked about other accredited cities in the region.

Ms. Riojas confirmed Brownsville and Rio Grande City hold accreditation, though Harlingen is the most active.

Coordination among city organizations hosting events was discussed.

Mayor Sepulveda emphasized the calendar must be accurate and publicly posted on the City website.

Mr. Gonzalez noted Commission-approved events cannot be modified without review. The Chamber, Economic Development Corporation, and Convention Center can add events without approval unless city park use is involved.

Ms. Riojas proposed limiting the city calendar to internal department events while external groups would submit events to the Events Coordinator for website updates.

Motion was made by Commissioner Lopez and seconded by Commissioner Mezmar to approve the Annual City Events Calendar with the condition that the Events Coordinator be the sole person managing the calendar and that any changes require approval from Mr. Gonzalez. Motion carried unanimously.

- f) Consideration and possible action to approve a request from Richard Uribe, owner of Richard's Mexican Restaurant, to repair damages sustained to the Parking Lot located at 1116 S. Commerce St., Harlingen, TX 78550, caused by the city's refuse units while servicing the garbage containers. Total estimated cost of \$6,558.72, which includes cost of repairs, equipment, materials and labor.

Christopher Torres, Public Works Director, informed the Commission that Mr. Uribe had requested Public Works to repair his driveway. However, he clarified that Public Works does not perform repairs on private property, leaving it up to the Commission to determine whether they can take on these repairs.

Mayor Sepulveda inquired whether the damage had been caused by Public Works.

Mr. Torres stated that he could not confirm whether Public Works trucks had damaged Mr. Uribe's driveway. He also noted that Public Works drivers are trained to follow guidelines on private property and that the drivers had denied causing any damage. Mr. Torres explained that Public Works had recently repaired the curb, which falls under the City's right of way. Shortly after the curb repair, Mr. Uribe contacted Public Works, alleging that his driveway had sustained damage to his private property.

Mr. Gonzalez advised that any repairs should be limited to the section adjacent to the grease trap.

Mayor Sepulveda asked whether camera footage was available to verify if Public Works had caused the damage.

Mr. Torres confirmed that he had reviewed the footage but stated that there was no definitive way to determine when the damage occurred.

Based on the discussion, Mr. Gonzalez recommended tabling the action item.

Motion was made by Mayor Pro-Tem Kinsley and seconded by Commissioner Morales to table Consideration and possible action to approve a request from Richard Uribe, owner of Richard's Mexican Restaurant, to repair damages sustained to the Parking Lot located at 1116 S. Commerce St., Harlingen, TX 78550, caused by the city's refuse units while servicing the garbage containers.

1 Total estimated cost of \$6,558.72, which includes cost of repairs, equipment, materials and labor.
2 Motion carried as follows: FOR: Mayor Pro-Tem Kinsley, Commissioners: Morales, Perez.
3 AGAINST: None ABSTAINED: Commissioner Lopez (Vote:3-0-1)
4

- 5 g) Consideration and possible action to authorize the filing of an application for financial assistance
6 with the Texas Water Development Board for funding the design and construction of priority
7 wastewater capital improvement projects.
8

9 Motion was made by Commissioner Pers and seconded by Commissioner Lopez to authorize
10 the filing of an application for financial assistance with the Texas Water Development Board for
11 funding the design and construction of priority wastewater capital improvement projects. Motion
12 carried unanimously.
13

- 14 h) Consideration and possible action to approve a request to convert one (1) part-time position for a
15 pro shop cashier into a full-time position and create three (3) part-time positions, to meet
16 operational needs and enhance customer service.
17

18 Jeff Hart explained that the initial budget request included eight part-time positions, but the
19 current Golf Course Budget does not account for them. He proposed amending the budget by
20 converting one full-time position into three part-time positions.
21

22 Mr. Gonzalez requested clarification regarding a citizen's concern about food shortages at the
23 snack bar, which Mr. Hart attributed to vendor supply issues, not budget constraints. A new freezer
24 was purchased to prevent inventory shortages.
25

26 Mr. Gonzalez clarified that Administration approval is not required for inventory purchases.
27

28 Mayor Sepulveda confirmed staffing shortages, not inventory issues, cause snack bar closures.
29

30 Mr. Hart proposed part-time employees would primarily work on the beverage cart, with some
31 possible assistance at the snack bar.
32

33 Commissioner Morales noted that if beverage carts are generating higher revenue for the golf
34 course, it may be best to keep them separate from snack bar operations. Outsourcing food delivery
35 was considered but deemed too costly.

36 Mayor Sepulveda proposed leasing the concession stand to a food vendor while retaining beer
37 sales under golf course management.
38

39 The Commission expressed its support for the golf course but requested clearer guidance on
40 the necessary resources.
41

42 Mr. Hart reported a significant increase in players and revenue.
43

44 Jim Young emphasized allowing the golf course to operate independently, as prior financial
45 struggles no longer justify City oversight. Concerns were raised regarding interest charges.
46

47 Finance Director Robert Rodriguez clarified it is a journal entry and not a loan but rather a
48 deficit. requiring repayment.
49

50 Mr. Gonzalez confirmed that the City does not charge interest, and the Golf Course is not
51 repaying and is purely accounting-related.
52

53 Motion was made by Mayor Pro-Tem Kinsley and seconded by Commissioner Lopez to
54 approve a request to convert one (1) part-time position for a pro shop cashier into a full-time position
55 and create three (3) part-time positions, to meet operational needs and enhance customer service.
56 Motion carried unanimously.

- 1
2 i) Consideration and possible action to approve a resolution authorizing the city manager to submit a
3 grant application to the Lowes 100 Hometowns Program.

4
5 Motion was made by Commissioner Lopez and seconded by Commissioner Perez action to
6 approve a resolution authorizing the city manager to submit a grant application to the Lowes 100
7 Hometowns Program. Motion carried unanimously.

- 8
9 j) Consideration and possible action to approve a resolution authorizing the city manager to submit
10 multiple grant applications for flood mitigation and secondary power source projects to the Texas
11 Division of Emergency Management under the Hazard Mitigation Grant Program (HMGP) and the
12 Building Resilient Infrastructure and Communities (BRIC) Grant Program.

13
14 Motion was made by Commissioner Lopez and seconded by Commissioner Perez to approve
15 a resolution authorizing the city manager to submit multiple grant applications for flood mitigation
16 and secondary power source projects to the Texas Division of Emergency Management under the
17 Hazard Mitigation Grant Program (HMGP) and the Building Resilient Infrastructure and
18 Communities (BRIC) Grant Program.

- 19
20 k) Consideration and possible action to approve a resolution nominating VHS Harlingen Hospital
21 Company, LLC for designation as a qualified business and enterprise project under the Texas
22 Enterprise Zone Program under the Texas Enterprise Zone Act, Chapter 2303, Texas Gov't Code.

23
24 Motion was made by Commissioner Perez and seconded by Commissioner Morales to approve
25 a resolution nominating VHS Harlingen Hospital Company, LLC for designation as a qualified
26 business and enterprise project under the Texas Enterprise Zone Program under the Texas
27 Enterprise Zone Act, Chapter 2303, Texas Gov't Code.

- 28
29 l) Consideration and possible action to appoint Alfredo Alvear as Interim Chief of Police for the
30 Harlingen Police Department, effective February 11, 2025, due to Chief Michael Kester's
31 retirement.

32
33 Motion was made by Mayor Pro-Tem Kinsley and seconded by Commissioner Perez to appoint
34 Alfredo Alvear as Interim Chief of Police for the Harlingen Police Department, effective February
35 11, 2025, due to Chief Michael Kester's retirement. Motion carried unanimously.

- 36
37 m) Consideration and possible action to cancel the City Commission Meeting of March 5, 2025.

38
39 Motion was made by Mayor Pro-Tem Kinsley and seconded by Commissioner Lopez to cancel
40 the City Commission Meeting of March 5, 2025. Motion carried unanimously.

- 41
42 n) Consideration and possible action to approve the evaluation committee's ranking of firms and
43 authorize the City Manager to negotiate and execute a contract for associated engineering services
44 pursuant to the City's Request for Qualifications No. 2025-01 for Professional Engineering Services
45 for the Design and Environmental Permitting for the Arroyo Colorado Hike and Bike Trail Extension
46 Project Phase III.

47
48 Commissioner Mezmar asked about the cost of the Arroyo Colorado Hike and Bike Trail
49 Extension project.

50
51 Ana Hernandez, Special Projects Director, explained that the grant award is \$176,568, with the
52 City covering 21%.

53
54 Mayor Sepulveda noted that the Commission was previously unaware the funds were already
55 obligated and stressed that not proceeding with the project would result in the City of Harlingen
56 forfeiting those funds.

Commissioner Mezmar opposed the project, citing concerns about property owners and suggesting the funds be redirected to parks and districts.

Ms. Hernandez clarified that the study is for design and preliminary engineering, with no construction planned. The 1.1-mile extension would connect McKelvey Park to Hugh Ramsey Nature Park and serve as part of a larger Regional Trail System linking Harlingen to surrounding communities. She warned that terminating the grant could lead to future funding loss, reputational damage, and higher indirect state costs. Since the project's inception, the City of Harlingen has paid the Texas Department of Transportation a total of \$5,972. She reminded the Commission that grant agreements are binding contracts, and accepting a grant means adhering to its terms

Mayor Pro-Tem Kinsley inquired about the consequences of approving the study but later halting the project.

Ms. Hernandez confirmed that completing the study would fulfill obligations without committing them to construction.

Mayor Sepulveda clarified that the purpose of the study is to determine whether the expansion would impact residents through erosion concerns or the need for eminent domain.

Commissioner Lopez inquired about the City's ability to apply for a grant on land it does not own.

Ms. Hernandez explained that the City owns the park and would need a license to build on state-owned land. She clarified that the Arroyo belongs to the State, with the floodway extending 50 feet on both sides, and noted the International Boundary and Water Commission owns the water and adjacent 50 feet.

Commissioner Morales asked whether trespassing concerns would be addressed, and Ms. Hernandez said fencing and landscaping could be included in the study. Morales voiced a desire to protect property owners while preserving future grant opportunities. Concerns about crime in the Rangerville Road area were raised, and Interim Police Chief Alvear while they would need to conduct further research, he had not observed any significant crime issues in the area and would compile a report on calls from Rangerville Road to provide to the Commission.

Motion was made by Commissioner Perez and seconded by Commissioner Lopez to approve the evaluation committee's ranking of firms and authorize the City Manager to negotiate and execute a contract for associated engineering services pursuant to the City's Request for Qualifications No. 2025-01 for Professional Engineering Services for the Design and Environmental Permitting for the Arroyo Colorado Hike and Bike Trail Extension Project Phase III. Motion Carried as follows: FOR: Mayor Pro-Tem Kinsley, Commissioners: Lopez, Morales, Perez. AGAINST: Commissioner Mezmar. ABSTAINED. None (Vote:4-1-0)

Commissioner Mezmar excused himself from City Commission meeting.

11. **Board Appointments:**

Commissioner Morales appointed:
Francisco Lozano to Parks Advisory Board replacing Leandra Villarreal. Motion carried unanimously.

Commissioner Perez appointed Jessica B. Gonzalez to the Utility Board of Trustees (Harlingen Water Works). Motion carried unanimously.

Commissioner Perez removed Jim Young from the Golf Course Advisory Board. Motion carried unanimously.

Commissioner Perez appointed David Hall to the Golf Course Advisory Board. Motion carried unanimously.

12. Executive Session:

a) Deliberation pursuant to Texas Government Code 551 .074, to consider personnel matters; ie the regular annual evaluation of the City Manager (**City Attorney**)

b) Pursuant to Tex. Gov't Code Sec. 551 .072 to deliberate the purchase, exchange, lease, or value of real property, and Sec. 551 .087 to discuss or deliberate regarding commercial or financial information that the City of Harlingen has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations related to the following projects.

1) Project Dixieland

2) Project H2

At 10:26 p.m., Mayor Sepulveda announced the City Commission would convene into Executive Session to discuss Item 12 (a and b).

Motion was made by Commissioner Perez and seconded by Commissioner Lopez to go into executive session. Motion carried unanimously.

13. Action on Executive Session Items:

At 11:36 p.m., Mayor Sepulveda announced the City Commission had completed its Executive Session and declared the meeting open to the public.

a) Consideration and possible action on Item 12(a) as discussed in executive session.

Motion was made by Commissioner Lopez and seconded by Commissioner Perez on Item 12(a) to table the item as discussed in executive session. Motion carried unanimously.

b) Consideration and possible action on Item 12(b) 1 & 2, as discussed in executive session.

Motion was made by Commissioner Lopez and seconded by Commissioner Perez on Item 12(b) 1 & 2, to proceed as discussed in executive session. Motion carried unanimously.

14. Adjournment:

There being no other business to discuss, Mayor Sepulveda adjourned the meeting.

City of Harlingen

ATTEST:

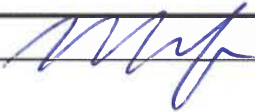
Norma Sepulveda, Mayor

Hermelinda Gonzales, Interim City Secretary

7(a)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:
Consideration and possible action to approve an ordinance on second and final reading authorizing Visit Harlingen (Harlingen CVB) to sell souvenir items at the Downtown Improvement District office. Attachment (CVB) .
Prepared By: Cassandra Consiglio, Visit Harlingen Director
Brief Summary:
Funding (if applicable):
Are funds specifically designated in the current budget for the full amount (Yes/No): *If no, specify source of funding and amount requested:
Finance Director's approval (Yes/No/NA):
Staff Recommendation:
City Manager approval: 
Comments:
City Attorney's approval: 

ORDINANCE NO. 2025-__

AN ORDINANCE AMENDING CHAPTER 18 "MASTER FEE SCHEDULE" OF THE HARLINGEN CODE OF ORDINANCES TO AUTHORIZE THE SALE OF SOUVENIR ITEMS AT THE DOWNTOWN IMPROVEMENT DISTRICT OFFICE; PROVIDING FOR THE ADOPTION OF EXHIBIT A; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the City of Harlingen seeks to promote economic development, tourism, and local identity through the sale of branded souvenir items within the Downtown Improvement District; and

WHEREAS, the city finds that providing necessary and appropriate sale of such items at the Downtown Improvement District Office and incorporate such authorization and related fees into the City's Master Fee Schedule;

BE IT ORDAINED BY THE CITY OF HARLINGEN, TEXAS:

Section 1. That Chapter 18, Master Fee Schedule of the Harlingen Code of Ordinances, is hereby amended to include the following:

The sale of souvenir items at the Downtown Improvement District Office is hereby authorized. Items for sale shall include, but are not limited to:

Clothing, stationery, writing equipment, postcards, promotional materials, drinkware and the prices may change in accordance with their purchase price. Discounts may be applied to city employees and other groups established by the city commission

FINALLY ENACTED this ____ day of ____, 2025 at a regular meeting of the Elective Commission, which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST: _____
Hermelinda Gonzales, Interim City Secretary

7(b)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve a resolution authorizing the submission of a grant application to the 2025 Transportation Alternatives Call for Projects and dealing with related matters. *Attachment (Special Projects Department)*

Prepared By: Ana Hernandez, Mobility & Special Projects Director

Brief Summary:

The City of Harlingen has been invited to submit a full application for the Texas Department of Transportation (TXDOT) 2025 Transportation Alternatives Call for Projects. A total of \$250 million is available under this program.

During the pre-application period, staff submitted a preliminary application to secure funding for the construction of a 10-foot-wide shared-use path (SUP) along Loop 499, from East FM 106 to North Business 77. The proposed SUP will include solar-powered lights, shade canopies at rest stops, emergency call stations, one traffic signal, one HAWK beacon signal, and improvements for pedestrian safety and accessibility at major intersections. The total construction cost of the project is \$3,332,355. The full application must be for the same project that was submitted during the pre-application period.

The TA grant requires a 20% non-federal match contribution. However, city staff have requested that TXDOT fund the city's non-federal match contribution using Transportation Development Credits (TDC). If the TDCs are not approved, the city will need to cover the non-federal share using local funds.

To complete the detailed application, which is due on June 20, 2025, an adopted resolution of support, following TXDOT's template, must be included as an attachment. The adopted resolution must declare support for the project, commit to providing the local match (if any), commit to entering into an Advance Funding Agreement (AFA), and commit to developing, implementing, constructing, maintaining, managing, and financing the project.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount (Yes/No):

*If no, specify source of funding and amount requested:

Finance Director's approval (Yes/No/NA):

Staff Recommendation:

Staff recommends approval of this Resolution.

City Manager approval: 

Comments:

City Attorney's approval: 

RESOLUTION NO. 2025 - _____

A RESOLUTION SUPPORTING CITY OF HARLINGEN'S APPLICATION TO THE TEXAS DEPARTMENT OF TRANSPORTATION'S 2025 TRANSPORTATION ALTERNATIVES SET-ASIDE (TA) CALL FOR PROJECTS.

WHEREAS, the Texas Department of Transportation issued a call for projects in January 2025 for communities to apply for funding assistance through the Transportation Alternatives Set-Aside (TA) Program; and

WHEREAS, the City of Harlingen has been invited to submit a full application for the construction of a 10-foot-wide shared used path (SUP) along Loop 499. This SUP will include solar powered lights, shade canopy rest stops, emergency call stations, one traffic signal, one HAWK beacon signal, and pedestrian and accessibility improvements at major intersections.

WHEREAS, the TA funds may be used for development of preliminary engineering (plans, specifications, and estimates and environmental documentation) and construction of pedestrian and/or bicycle infrastructure. The TA funds require a local match, comprised of cash or Transportation Development Credits (TDCs), if eligible. The City of Harlingen would be responsible for all non-reimbursable costs and 100% of overruns, if any, for TA funds; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HARLINGEN THAT: The City of Harlingen supports funding this project as described in the 2025 TA Detailed Application (including the preliminary engineering budget, if any, construction budget, the department's direct state cost for oversight, and the required local match, if any) and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City of Harlingen is willing and able to enter into an agreement with the department by resolution or ordinance, should the project be selected for funding.

DULY PASSED by majority vote of all members of the City Commission of the City of Harlingen on the 21st day of May 2025.

Norma Sepulveda, Mayor

Hermelinda Gonzales, Interim City Secretary

7(c)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve a resolution authorizing the City Manager to submit a grant application to the Texas General Land Office Local Hazard Mitigation Plans Program. *Attachment (Special Projects Department)*

Prepared By: Ana Hernandez, Mobility & Special Projects Director

Brief Summary:

The Texas General Land Office (GLO) is offering grant funding through its \$25,000,000 Local Hazard Mitigation Plans Program (LHMPP) to support the development or update of local hazard mitigation plans.

Staff seeks approval to submit a grant application for up to \$100,000 in LHMPP funds to hire a consultant to develop a new stand-alone local hazard mitigation plan. In order to create a new plan, the city must branch off from the Cameron County Multijurisdictional Hazard Mitigation Action Plan, which is set to expire on April 9, 2026.

The Federal Emergency Management Agency (FEMA) and the Texas Division of Emergency Management (TDEM) approve and oversee adopted local hazard mitigation plans. The GLO defines a hazard mitigation plan as a comprehensive document that contains detailed information about the types of hazards a community faces and the actions that can occur before a disaster strikes to reduce the community's vulnerability. Once a plan is adopted and approved by FEMA, a community will obtain and/or maintain its eligibility to apply for FEMA mitigation grants such as the Hazard Mitigation Grant (HMGP).

This grant does not require a match. Applications are accepted on a rolling basis.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount (Yes/No):

*If no, specify source of funding and amount requested:

Finance Director's approval (Yes/No/NA):

Staff Recommendation:

Staff recommends approval of this resolution.

City Manager approval:



Comments:

City Attorney's approval:



RESOLUTION NO. 2025 - ____

**CONSIDERATION AND POSSIBLE ACTION TO APPROVE A
RESOLUTION AUTHORIZING THE CITY MANAGER TO
SUBMIT A GRANT APPLICATION TO THE TEXAS GENERAL
LAND OFFICE LOCAL HAZARD MITIGATION PLANS
PROGRAM.**

WHEREAS, the Texas General Land Office (GLO) has released the Local Hazard Mitigation Plans Program (LHMPP) to assist eligible applicants to develop or update local hazard mitigation plans; approval and oversight is administered by FEMA and the Texas Division of Emergency Management;

WHEREAS, the City Commission finds it in the best interest of the residents of Harlingen, Texas, to branch off from Cameron County's multijurisdictional Hazard Mitigation Action Plan and to develop Harlingen's own local hazard mitigation plan focused on preventing the loss of property and life in city of Harlingen to effectively break the cycle of disaster damage, reconstruction, and repeated damage;

WHEREAS, the City Commission agrees to contact Cameron County to issue a discontinuation of participation from the current Hazard Mitigation Action Plan; agree to work with the Texas Division of Emergency Management; agree to federal procurement regulations; and agree to a period of performance not to exceed 36 months or 3 years;

WHEREAS, the City Commission authorizes the City Manager or designee to apply for LHMPP funds and to acquire a contractor to develop its own local hazard mitigation, and to use funds to cover any remaining costs;

NOW, THEREFORE, BE IT RESOLVED, that the City Manager or designee is authorized to apply for grant funding under the Texas GLO Local Hazard Mitigation Plans Program.

Passed and approved this 21st of May 2025.

Norma Sepulveda, Mayor

Hermelinda Gonzales, City Secretary

7(d)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 7, 2025**

Agenda Item:

Consideration and possible action to adopt an ordinance on second and final reading amending the City of Harlingen Code of Ordinances Chapter 111, Zoning, Article XVIII, Section 111-505(a) Special Use Permits; by eliminating the need for a special use permit to receive a recommendation from the Downtown Improvement District Board and eliminating the language to not allow an adult business in the Downtown District Overlay. Applicant: City of Harlingen. Attachment (***Planning & Development***)

Prepared By: Soledad A. Núñez, CNU-A

Title: Interim Planning and Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- April 1, 2025 – The DID Board approved the Ordinance Amendment.
- April 12, 2025 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- April 23, 2025 - Public hearing and consideration of requested amendment by the Planning and Zoning Commission (P&Z).
- May 7, 2025 – Public hearing and consideration of requested amendment via 1st ordinance reading scheduled before the City Commission.
- May 16, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- The City of Harlingen is proposing an amendment to the Code of Ordinances, Chapter 111 – Zoning, Article XVIII, Section 111-505 – *Special Use Permits*. This amendment is being introduced to support and encourage growth and development within the City of Harlingen, with particular emphasis on enhancing opportunities in the Downtown District Overlay. (**ATTACHMENT I AND II**).
- The proposed amendment to the Code of Ordinances would eliminate the need for businesses requiring a Special Use Permit in the Downtown District Overlay to receive a recommendation from the Downtown Improvement board prior to proceeding to public hearings with the Planning and Zoning Commission and City Commission.
- The amendment would also allow new adult businesses, i.e. permanent makeup, tattoo studios, etc., in the Downtown District. Under the current ordinance, adult businesses are not allowed, with the exception of bars/lounges with a Special Use Permit. (**ATTACHMENT III**)
- The proposed changes to the Code of Ordinances have been reviewed and approved by the Downtown Board and the City Attorney. (**ATTACHMENT IV**).
- The proposed changes to the Code of Ordinances are outlined in the attached

ordinance, with deletions indicated by strikethrough text.

- To date, the Planning and Zoning Department has received two calls from the affected property owners within the district or from the surrounding property owners on the proposed amendments. The individuals called to inquire about the legal notice they had received. There have been no calls in opposition. Staff mailed out 207 notices.

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval subject to the ordinance.

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

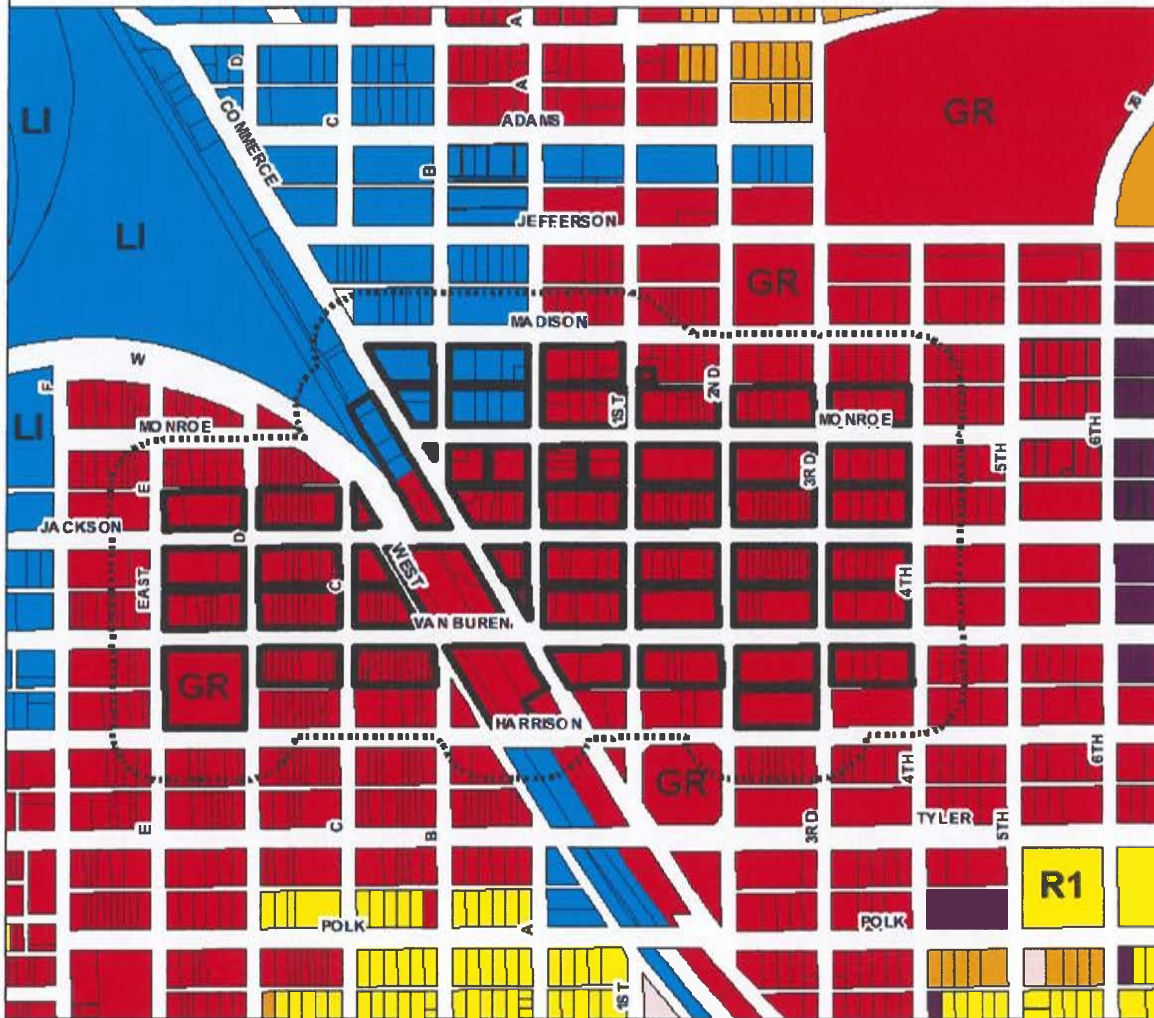
Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A

ATTACHMENT I



Request to consider an ordinance amending the City of Harlingen Code of Ordinances Chapter 111, Zoning, Article XVIII, Section 111-505(a) Special Use Permits; by eliminating the need for a special use permit to receive a recommendation from the Downtown Improvement District Board.
Applicant: City of Harlingen



Boundary lines

- Harlingen city limits s.h.p
- 200' Notification Boundary
- Subject Property

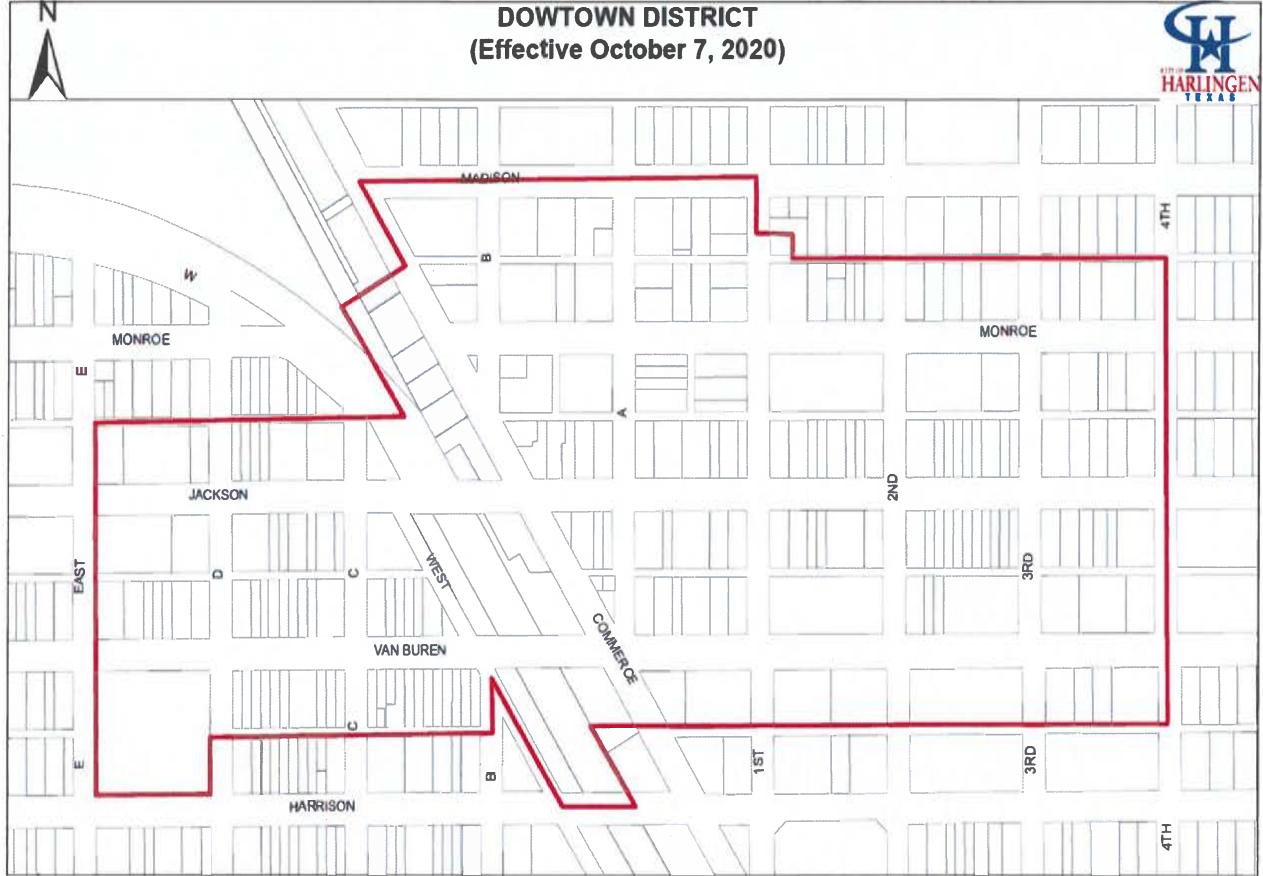
Zoning Designations

- | | | |
|---|---|--|
| General Retail (GR) | Multi Family Residential (M2) | Office (O) |
| Heavy Industry (HI) | Mobile Home Residential (MH) | Planned Development (PD) |
| Light Industry (LI) | Not-Designated (N) | Single Family Residential (R1) |
| 3/4 Plex Residential (M1) | Neighborhood Services (NS) | Duplex Residential (R2) |
| | | Residential Patio Home (RPH) |

This map has been produced by the City of Harlingen for the sole purpose of locating jurisdictional boundaries and is not intended for any other. The map data is compiled from various sources including orthophoto imagery, engineer plans and plats, survey field notes, and other sources. This map is intended for graphic representation only. No warranty is made by the City regarding its accuracy or completeness. Before relying on any information on the map, check with the Planning Department. Date of map 04.07.2025

ATTACHMENT II

DOWNTOWN DISTRICT
(Effective October 7, 2020)



ATTACHMENT III

Board Minutes

Public Improvement Assessment District

Regular Meeting

Tuesday, April 1, 2025

MEMBERS PRESENT: Bill DeBrooke, Raymond Reyes, Laisa Macias, Joe Martinez, John Percy, Fidi Guillen, Jesus Pena

ABSENT MEMBERS: Reyes Ruelas Jr., Jo Wagner, Wayne Lowry, Jessica Garcia

OTHERS PRESENT: Alexis Riojas, Downtown Director: Angela Anderson, Events & Promotions Manager: Norma Gonzalez, Redevelopment Specialist

Chairman, Lars Keim called the meeting to order at 5:27 p.m., April 1, 2025, at 209 W. Jackson, Downtown Improvement District Board Room, Harlingen, Texas.

Agenda Item No. I WELCOME AND INTRODUCTIONS

Mr. Percy welcomed board members and staff.

Agenda Item No. II CONFLICT OF INTEREST

'Under State law, a conflict of interest exists if a council member, or certain members of that person's family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item. Are there any known conflicts of interest to disclose at this time?

None.

Agenda Item No. III CITIZEN COMMUNICATION

None.

Agenda Item No. IV MINUTES FOR APPROVAL: REGULAR MEETING ON MARCH 18, 2024.

Mr. Percy asked members of the board if there was a motion to approve the minutes of the regular meeting on March 18, 2024. Mr. DeBrooke made a motion to approve, which was seconded by Mr. Reyes. Mr. Percy made a correction on the minutes to item #5 that the property owners be reminded of the window ordinance. Mr. Percy called for a vote. The motion carried unanimously.

Agenda Item No. V FINANCIAL UPDATE: SPECIAL ASSESSMENTS & PUBLIC IMPROVEMENTS

Mr. Percy invited Mrs. Riojas to address this item. Mrs. Riojas reported in our Special Assessment Grant; we have a remaining balance of \$12,591.18. Additionally, in the Public Improvements there is a remaining balance of \$8,900.00.

ATTACHMENT III

Agenda Item No. VI CONSIDER AND TAKE POSSIBLE ACTION TO APPROVE AN ORDINANCE OF FIRST READING, AMENDING THE HARLINGEN CODE OF ORDINANCES, CHAPTER 111 (ZONING). ARTICLE XVIII (DOWNTOWN DISTRICT OVERLAY), SECTION 111-505, REGARDING THE SPECIAL USE PERMITS.

Mr. Reyes made a motion, seconded by Mrs. Guillen. Mrs. Riojas explained this item was on the last City's Commission agenda. There was a recommendation to get the Downtown Improvement District's recommendation on the item. There is an edit as far as the SUP process for approval will go straight to Planning & Zoning for any applications. Discussion followed. Mr. DeBrooke said we are up for renewal and do not know the City Commissioner's plans for the Downtown District. Mr. Reyes commented they might remove the program because that was discussed. Mr. DeBrooke added that in 30 years the property values have gone up three or four times what they were. The occupancy rate back in the 90's was empty buildings and now we have full occupancy. Mr. Percy called for a vote, and the motion was five, yes and two no. The motion passed.

Agenda Item No. VII CONSIDER AND TAKE POSSIBLE ACTION TO APPROVE THE SIGNAGE IMPROVEMENTS FOR THE PROPERTY LOCATED AT 214 N. A STREET (COMMINOS STUDIO) IN ACCORDANCE IN WITH ARTICLE XVIII – DOWNTOWN DISTRICT OVERLAY.

Mr. Reyes made a motion, seconded by Mrs. Macias. Mrs. Riojas explained that all signage meets allowance. Mr. Percy called for a vote, and the motion carried unanimously.

Agenda Item No. VIII CONSIDER AND TAKE POSSIBLE ACTION TO APPROVE THE STOREFRONT IMPROVEMENTS FOR THE PROPERTY LOCATED AT 122 E. JACKSON (VINTAGE GALLERY) IN ACCORDANCE IN WITH ARTICLE XVIII – DOWNTOWN DISTRICT OVERLAY.

Mr. Reyes made a motion, seconded by Mr. DeBrooke. Mrs. Riojas explained attached to the packet are older photos of the building regarding the painting of how it was done before. There was a question from our Executive Board regarding the trim. If it had always been painted with a trim color and no it has not. The trim would be the signage that was original to the façade but other than that anything above the windows has always been a badge color. You have what the building is now, and I the proposed color is snowbound which is a white color. Mr. Percy called for a vote, and the motion carried unanimously.

Agenda Item No. IX CONSIDER AND TAKE POSSIBLE ACTION TO APPROVE THE HARLINGEN MAIN STREET CONTRACT.

Mr. DeBrooke made a motion, seconded by Mr. Reyes. Mrs. Riojas presented in this next commission meeting next Monday, the city management for these next agenda items are membership and contracts that we have been affiliated with for the past 30 years. The first one is the Texas Main Street contract, which gets renewed every year. It's a \$2,600.00 membership that comes with resources provided to us as far as design workshops, and new board member training. The conference that we go to network meetings like I had today. Keeping us in the know but also requires reporting. I must do quarterly reporting and at the end of the year an annual report. Which is affiliated with National Main Street, to be accredited or affiliated. This is why I was asking this previous year for volunteers to report on the hours that is listed on the report. This is the 2025 contract for renewal. Mr. Percy added, some concerns and opposing viewpoints from this group is Mrs. Riojas is spending too much time on events and so they wrote a letter to the city commissioners. The city wants to do more events, so no changes were made by city management. And it's a lot of reporting by the staff. Discussion followed. Mr. DeBrooke stated that 15 years ago I said this takes up a lot of the office's time to keeping Main Street happy. Mrs. Riojas discussed the expectations required and the benefits of the program. Mr. Percy called for a vote, and the motion carried unanimously.

ATTACHMENT III

Agenda Item No. X CONSIDER AND TAKE POSSIBLE ACTION TO APPROVE THE TEXAS DOWNTOWN ASSOCIATION MEMBERSHIP FOR 2025.

Mr. Reyes made a motion, seconded by Mrs. Guillen. Mrs. Riojas explained this is the Texas Downtown Association membership and is \$350.00 with more resources to benefit our office. The Texas Downtown Conference is our annual conference that staff attend, and we love going to them. There is a Anice Reed Grant available and webinars that are offered to us. They also do newsletters for us, and we have won awards based on renovations we've done that were submitted through applications. Just this last year, I was appointed to the Texas Downtown Conference Board. We enjoy networking with other members at these conferences. This is a great membership to be a part of. Mr. Percy called for a vote, and the motion carried unanimously.

Agenda Item No. XI CONSIDER AND TAKE POSSIBLE ACTION TO APPROVE THE NATIONAL MAIN STREET CENTER MEMBERSHIP FOR 2025.

Mr. Reyes made a motion, seconded by Mr. Guillen. Mrs. Riojas explained this membership was used to do the historic research survey. We can still be a Mainstreet American member even if you're not a part of the Texas Main Street Program. The affiliate and ranking affect you. The Texas Main Street staff are able to provide you with training to make sure the reporting is done correctly. Mr. Percy called for a vote, and the motion carried unanimously.

Agenda Item No. XII APPOINTMENT OF CHAIRPERSON AND VICE CHAIRPERSON FOR THE DOWNTOWN IMPROVEMENT DISTRICT BOARD (2025 – 2027 TERM).

Mr. Percy explained that Mr. Keim has resigned from the board, and we will now be taking nominations. Mrs. Riojas explained the expectations. Discussion followed. Mr. Reyes made a motion to appoint Mr. DeBrooke as Chair, Mr. Percy as Vice Chair and Mrs. Guillen as Advisor. Mr. Percy called for a vote, and the motion carried unanimously.

Agenda Item No. XIII MARKETING REPORT

Mrs. Anderson asked if they had any questions about the marketing report.

Agenda Item No. XIV DIRECTOR'S REPORT

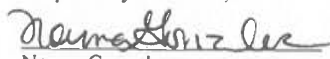
Mrs. Riojas asked if they had any questions about the marketing report.

Agenda Item No. XV ADJOURN

With no further items to discuss. Mr. Percy called a motion to adjourn. Mr. Reyes made. Mrs. Macias seconded. Mr. Percy adjourned the meeting.

The meeting was adjourned at approximately 6:01 p.m.

Respectfully submitted,


Norma Gonzalez

ORDINANCE NO. 25-_____

AN ORDINANCE AMENDING THE CITY OF HARLINGEN CODE OF ORDINANCES CHAPTER 111, ZONING, ARTICLE XVIII, SECTION 111-505(a) SPECIAL USE PERMITS; BY ELIMINATING THE NEED FOR A SPECIAL USE PERMIT IN THE DOWNTOWN DISTRICT OVERLAY TO RECEIVE A RECOMMENDATION FROM THE DOWNTOWN IMPROVEMENT DISTRICT BOARD AND ELIMINATING THE LANGUAGE TO NOT ALLOW AN ADULT BUSINESS IN THE DOWNTOWN DISTRICT OVERLAY; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING

WHEREAS, The amendment is also consistent with the goals of the One Vision One Harlingen Comprehensive Plan of streamlining the development policies to promote Harlingen as an attractive and development option; and

WHEREAS, The amendment is also consistent with Chapter 211, Municipal Zoning Authority, Section 211.008; and

WHEREAS, The Planning and Zoning Commission has reviewed the proposed amendment and has recommended approval; and

WHEREAS, The City of Harlingen has complied with all notices and public hearings as required by law; and

WHEREAS, The City Commission of the City of Harlingen finds that it is in the best interests of the citizens of Harlingen to amend the Code of Ordinances as set forth below;

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

SECTION I: That the City of Harlingen Code of Ordinances, Chapter 111, Zoning, Article XVIII, Section 111-505 (a), Special use permits is hereby amended by deleting the language that is stricken (~~stricken~~) through to read in full as follows.

Sec. 111-505 – Special use permits.

(a) No special use permit application for this district shall be heard by the city commission until it has received a recommendation from the ~~downtown board and the~~ planning and zoning commission.

(b) No special use permit application for any ~~adult business or~~ sexually oriented business in this district will be considered, ~~with the exception of renewals of existing special use permits for bars/lounges in accordance with sections 111-506 and 111-507.~~

(c) With the above conditions excepted, special use permits are obtained as specified in this chapter.

SECTION II: That the City Secretary of the City of Harlingen, Texas is hereby authorized and directed to cause a true copy of the caption of this ordinance to be published in a newspaper having general circulations in the City of Harlingen, Cameron County, Texas.

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this _____ day of _____, 2025, at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Hermelinda Gonzalez, Interim City Secretary

**AGENDA ITEM
EXECUTIVE SUMMARY**

7(e)

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve an ordinance on second and final reading for a rezoning request from Residential, Single Family ("R-1") District to Planned Development ("PD") District to allow 32 foot wide paved streets with 50 feet of right-of-way and smaller lots for Lots 4, 8, 18, 22, 25, 26, 42, 53, 57 for a 140 lot single-family residential development on a property bearing a legal description of the West 19.5500 acres and the North 9.5500 acres of Block 76, Lon C. Hill Subdivision, located at the southwest corner of Lipscomb Avenue and West New Hampshire Street. Applicant: Ricardo Garcia c/o Affordable Homes of South Texas Inc. Attachment (**Planning & Development**)

Prepared By:	Soledad A. Núñez, CNU-A
Title:	Interim Planning and Development Director
Signature:	<i>Soledad A. Núñez</i>

Brief Summary:

Project Timeline

- March 25, 2025 – Application for a rezoning submitted to the City. (**ATTACHMENT I**)
- March 31, 2025- Drainage report approved by the Engineering Department.
- April 8, 2025- In accordance with State and local law, notice of required public hearings mailed to all property owners within 200 feet of subject tract.
- April 12, 2025 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star and mailed to all property owners within 200 feet of subject tract.
- April 23, 2025- Public hearing and consideration of requested rezoning by the Planning and Zoning Commission (P&Z).
- May 7, 2025– Public hearing and consideration of requested rezoning via 1st ordinance reading scheduled before the City Commission.
- May 21, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- Affordable Homes of South Texas, the applicant and property owner, is requesting to rezone the subject property from Residential, Single-Family ("R-1") District to Planned Development ("PD") District to allow for a single-family residential development with smaller lot sizes, 32-foot-wide paved streets, and 50 feet of right-of-way. (**ATTACHMENT III**).
- The properties are currently vacant. They have 1,345.27 feet of frontage on New Hampshire Street and 997.52 feet of frontage on Lipscomb Avenue. New Hampshire Street is classified as a local road and is currently a dirt road without

curb and gutter. Lipscomb Avenue is classified as a local road and is currently a dirt road without curb and gutter. The developer will be required to provide 24-feet of pavement width, for a rural road for both New Hampshire Street and Lipscomb Avenue. **ATTACHMENT III).**

- According to the Planned Development ("PD") site plan, the developer is proposing a 140-lot single family residential development with 32-foot-wide paved streets with 50 feet of right-of-way. All lots will front an interior public street. The lots vary in size from 5,002 square feet to 7,353 square feet. All but 8 of the lots meet the 6,000 square foot lot requirement. The setbacks will be 20 feet in the front setback, 5 feet on the sides, 10 feet if it is on a corner side, and 10 feet in the rear setback. **(ATTACHMENT IV).**
- The surrounding properties are zoned Planned Development ("PD") District to the north, Residential, Single-Family ("R-1") to the east, south, and west. The surrounding land uses consist of vacant land in agriculture use to the south and west, to the east are single family homes, and to the north is a proposed multi-family subdivision. **(ATTACHMENT VI).**
- The request was reviewed and approved by the Building Inspections, Engineering and Fire Prevention Departments, subject to complying with all applicable codes. **(ATTACHMENT VII - IX).**
- The Future Land Use Plan (FLUP) component of the City of Harlingen's Comprehensive Plan One Vision One Harlingen shows this area as low density residential. The request is consistent with the Future Land Use Plan and generally consistent with the surrounding land use to the south, east, and west. **(ATTACHMENT X).**
- To the present, the Planning and Development Department has not received any calls from surrounding property owners in opposition to the requested rezoning.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose?

☐

Yes

☐

No*

*If no, specify source of funding and amount requested:

Finance Director's approval:

☐

Yes

☐

No

☐

N/A

Staff Recommendation:

Staff recommends approval of the request

City Manager's approval:

MB

☒

Yes

☐

No

☐

N/A

Comments:

City Attorney's approval:

[Signature]

☒

Yes

☐

No

☐

N/A

Attachment I

CITY OF HARLINGEN PLANNING AND DEVELOPMENT DEPARTMENT MASTER APPLICATION

PROPERTY INFORMATION: (Please PRINT or TYPE)

Project Address _____ Nearest Intersection W. New Hampshire
(Proposed) Subdivision Name Sunrise Meadows Lot _____ Block 76
Existing Zoning Designation _____ Future Land Use Plan Designation _____

OWNER/APPLICANT INFORMATION: (Please PRINT or TYPE)

Applicant/Authorized Agent Ricardo Garcia Phone (956) 650-0287 FAX _____
Email Address (for project correspondence only): _____
Mailing Address 1420 Erie Ave City McAllen State Tx Zip 78501
Property Owner Affordable Homes of South Texas Inc Phone (956) 279-3221 FAX 956-6652-9751
Email Address (for project correspondence only): rgarcia004@gmail.com / rcalvillo@ashri.org
Mailing Address Same as above City _____ State _____ Zip _____

Select appropriate process for which approval is sought. Attach completed checklists with this application.

- | | |
|---|---|
| ☐ Annexation Request..... <u>No Fee</u> | ☐ Preliminary Construction Plans and Final Plat..... <u>\$150.00</u> |
| ☐ Administrative Appeal (ZBA)..... <u>\$125.00</u> | ☐ Minor Plat..... <u>\$100.00</u> |
| ☐ Comp. Plan Amendment Request... <u>\$250.00</u> | ☐ Re-Plat..... <u>\$250.00</u> |
| ☐ Re-zoning Request..... <u>\$250.00</u> | ☐ Vacating Plat..... <u>\$250.00</u> |
| ☐ SUP Request/Renewal..... <u>\$250.00</u> | ☐ Development Plat..... <u>\$50.00</u> |
| ☐ Zoning Variance Request (ZBA)..... <u>\$250.00</u> | ☐ Subdivision Variance Request..... <u>\$25.00 (each)</u> |
| ☒ PDD Request..... <u>\$250.00</u> | ☐ Right-of-Way / Utility Easement Abandonment..... <u>No Fee</u> |
| ☐ License to Encroach..... <u>\$250.00</u> | |

Please provide a basic description of the proposed project: A single family affordable subdivision consisting of 149 lots

I hereby certify that I am the owner and/or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect the permit or approval may be revoked.

Applicant's Signature: _____ Date: 3-24-2025

Property Owner(s) Signature: _____ Date: 3/24/2025

Accepted by: _____ Date: _____

RE-ZONING REQUEST SUBMITTAL CHECKLIST

Please submit the following items along with the completed master application and appropriate fees. The project cannot be scheduled for consideration unless all items are marked complete. Citations come from the Zoning Ordinance.

Complete

- ☐ A metes and bounds description or survey plat of the tract(s) in which the re-zoning is requested.
 - ☐ A written statement describing the proposed use(s) of the subject property (can be provided on Master Application).
 - ☐ Any other information (elevation drawings, pictures, etc.) in support of the subject request.
-
- I understand that I am requesting an amendment to the City's Zoning Ordinance and it will not be scheduled for Planning and Zoning Commission review unless all items on this list are completed.
 - I understand that in accordance State law and the Zoning Ordinance, no later than ten (10) days prior to consideration by the Planning and Zoning Commission:
 - A notice will be published in the Valley Morning Star describing the request and the date, time, and location of the public hearing; and
 - Notices will be mailed to all property owners within 200 feet of the tract describing the request and the date, time, and location of the public hearing.
 - I understand that while all requirements for the submittal of a re-zoning request may be complete, the City Commission is the sole authority for the consideration and approval or denial of the request.

Owner: Affordable Homes of South Texas Date 3-24-2025
Owner Address: 1420 Erie Ave. McAllen, TX 78501
Phone/Fax: 956 279-3221 (cell)
Signature: [Signature]

Attachment II



**ROBLES &
ASSOCIATES, PLLC**

FIRM No. 10096700

PROFESSIONAL LAND SURVEYORS

P.O. BOX 476

WESLACO, TEXAS 78599-0476

PHONE (956) 968 - 2422

FAX (956) 969 - 2011

**DESCRIPTION OF 30.761 ACRES OF LAND
OUT OF BLOCK 76 AND IRRIGATION CANAL RIGHT OF WAY
LON C. HILL'S SUBDIVISION, CAMERON COUNTY, TEXAS**

Being 30.761 acres of land situated in Cameron County, Texas, and being out of Block 76 and an Irrigation Canal Right of Way on the north side of said Block 76, Lon C. Hill's Subdivision as per map recorded in Volume 2, Page 25, Cameron County Map Records, and said 30.761 acre tract being more particularly described by metes and bounds as follows:

BEGINNING at a ½-inch iron rod with a plastic cap stamped "R&A" set for the southwest corner of said Block 76, the southeast corner of Block 62, the northwest corner of Block 75 and the southwest corner of said tract herein described;

THENCE, North 26°56'31" East (deed North 19°07'00" East), with the west line of said Block 76 and the east line of said Block 62, at a distance of 1290.00 feet (deed 1283.27 feet) pass the northwest corner of said Block 76 and continuing for a total distance of 1343.27 feet to a ½-inch iron rod with a plastic cap stamped "R&A" set for the northwest corner of said tract herein described and the southwest corner of U.S.B.P. Subdivision as per map recorded in Cabinet 1, Page 1739A, Cameron County Map records, and from which a found ½-inch iron rod bears South 63°03'29" East 0.68 feet;

THENCE, South 63°03'29" East (deed South 70°53'00" East), 997.52 feet, with the south line of said U.S.B.P. Subdivision to a ½-inch iron rod found for the northeast corner of said tract herein described;

THENCE, South 26°56'31" West (deed South 19°07'00" West), at a distance of 53.27 feet pass the north line of said Block 76 and the northwest corner of a 0.253 acre tract described in deed recorded in Volume 15172, Page 219, Cameron County Deed Records, at a distance of 200.85 feet pass the southwest corner of said 0.253 acre tract, and continuing with the west line of a residue tract of land described in deed recorded in Volume 16723, Page 9, Cameron County Deed Records, for a total distance of 1343.27 feet to a ½-inch iron rod found for the southwest corner of said residue tract described in Volume 16723, Page 9, Cameron County Deed Records and the southeast corner of said tract herein described;

THENCE, North 63°03'29" West (deed North 70°53'00" West), 997.52 feet, with the south line of said Block 76 and the north line of said Block 75 to the POINT OF BEGINNING and containing 30.761 acres of land more or less.

Surveyed: November 8, 2024

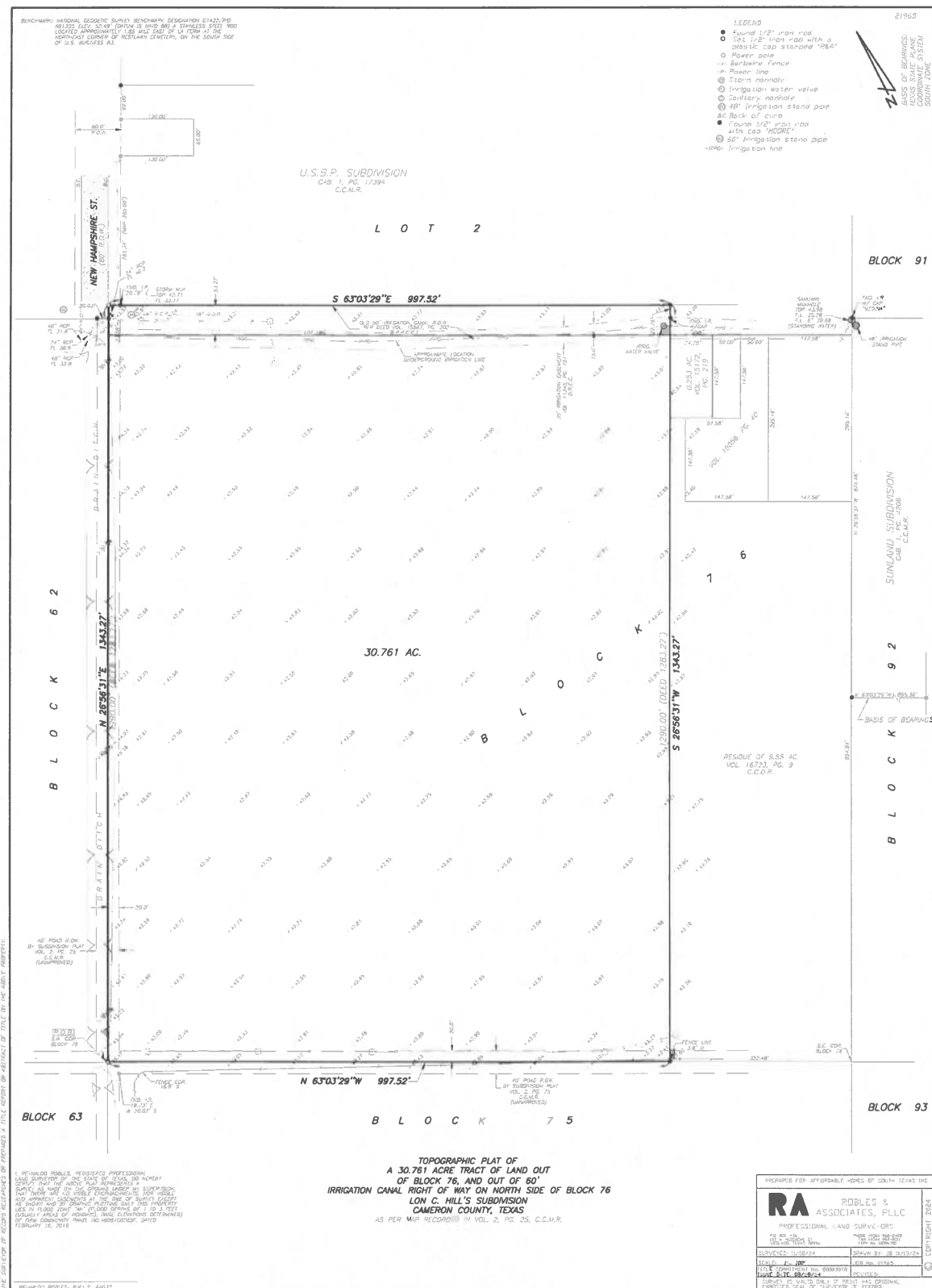
Basis of bearings: Texas State Plane Coordinate System, South Zone

21965
11-18-2024



Reynaldo Robles
Reynaldo Robles, R.P.L.S. #4032

Attachment II

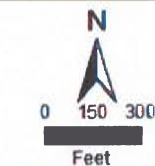
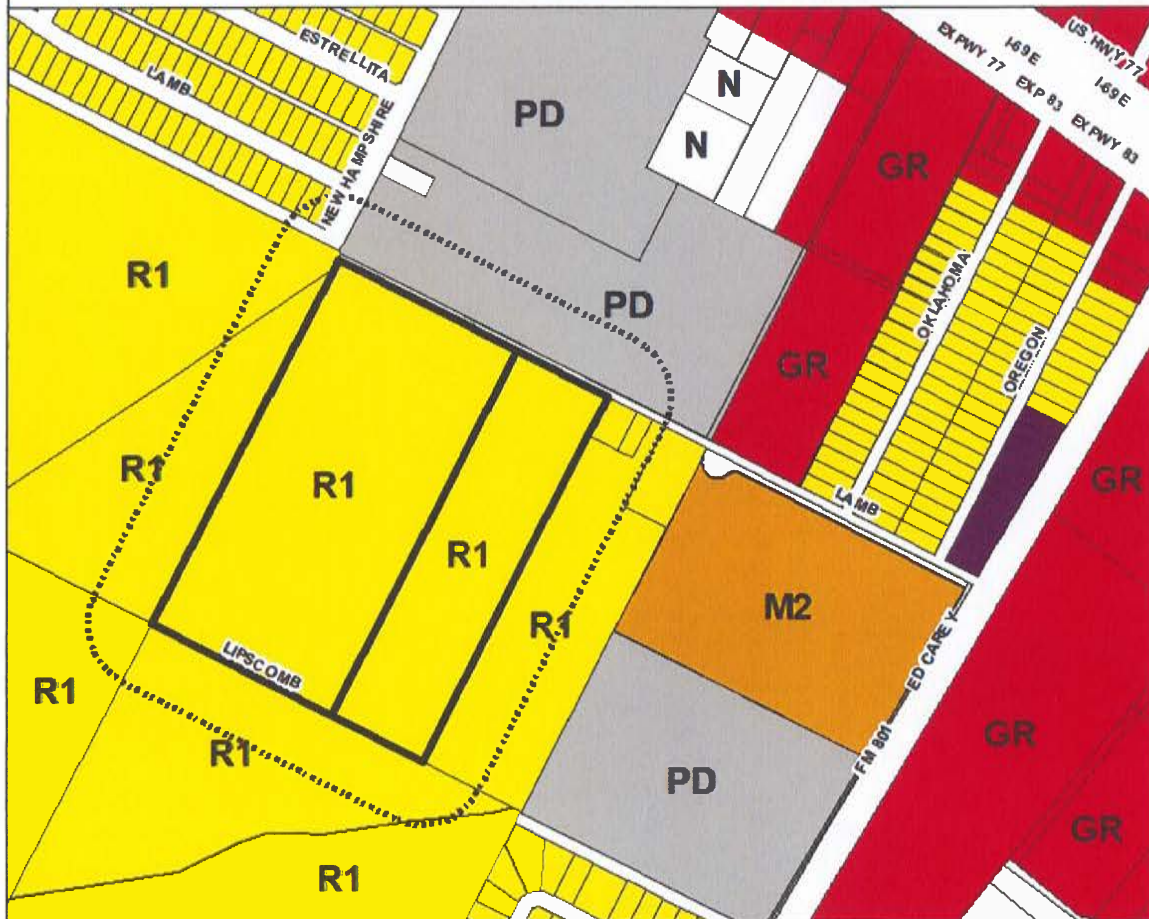


[illegible][illegible]

Attachment IV



Request to rezone from Residential, Single Family ("R1") District to Planned Development ("PD") District to allow 32 feet wide streets with 50 feet of right-of-way and smaller lots for Lots 4, 8, 18, 22, 25, 26, 42, 53, 57 for a 140 lot single-family development on a property bearing a legal description of the West 19.5500 acres and the North 9.5500 acres of Block 76, Lon C. Hill Subdivision, located at the southwest corner of Lipscomb Avenue and West New Hampshire Street. Applicant: Ricardo Garcia c/o Affordable Homes of South Texas Inc.



Boundary lines

- Harlingen city limits shp
- 200' Notification Boundary
- Subject Property

Zoning Designations

- | | | |
|---|---|--|
| General Retail (GR) | Multi Family Residential (M2) | Office (O) |
| Heavy Industry (HI) | Mobile Home Residential (MH) | Planned Development (PD) |
| Light Industry (LI) | Not-Designated (N) | Single Family Residential (R1) |
| 3/4 Plex Residential (M1) | Neighborhood Services (NS) | Duplex Residential (R2) |
| | | Residential Patio Home (RPH) |

This map has been produced by the City of Harlingen for the sole purpose of locating jurisdictional boundaries and is not intended for any other. The map data is compiled from various sources including orthophoto imagery, engineer plans and plats, survey field notes, and other sources. This map is intended for graphic representation only. No warranty is made by the City regarding its accuracy or completeness. Before relying on any information on the map, check with the Planning Department.
Date of map 03.27.2025

Attachment V

View from New
Hampshire Street



Attachment V

View from Lipscomb
Avenue



Attachment VI



Attachment VII



Planned Development ("PD") District Routing Slip

Applicant: Ricardo Garcia c/o Affordable Homes of South Texas

Phone No.: (956) 650-0287

Location: Located at the southwest corner of Lipscomb Avenue and West New Hampshire Street.

Project Description: Request to rezone from Residential, Single Family ("R1") District to Planned Development ("PD") District to allow 32 feet wide streets with 50 feet of right-of-way and smaller lots for Lots 4, 8, 18, 22, 25, 26, 42, 53, 57 for a 140 lot single-family development on a property bearing a legal description of the West 19.5500 acres and the North 9.5500 acres of Block 76, Lon C. Hill Subdivision, located at the southwest corner of Lipscomb Avenue and West New Hampshire Street. Applicant: Ricardo Garcia c/o Affordable Homes of South Texas Inc.

Department: Building Permits and Inspections Department

Approval: ☒ YES NO

Comments: If request is approved by the Planning Department, A Building Permit application and complete set of construction documents for the proposed use must be submitted to the Building Department. The construction documents must comply with the 2018 International Residential Code and Family of Codes. Windstorm Engineered plans are required with min. 140 mph wind speeds. The city commission adopted the new 2024 family of codes which will take effect on October 1, 2025. Any building permit applications received after that date will have to follow the new codes.

Raul Rodriguez _____

Signature

04/14/2025 _____

Date

Attachment VIII



Planned Development ("PD") District Routing Slip

Applicant: Ricardo Garcia c/o Affordable Homes of South Texas

Phone No.: (956) 650-0287

Location: Located at the southwest corner of Lipscomb Avenue and West New Hampshire Street.

Project Description: Request to rezone from Residential, Single Family ("R1") District to Planned Development ("PD") District to allow 32 feet wide streets with 50 feet of right-of-way and smaller lots for Lots 4, 8, 18, 22, 25, 26, 42, 53, 57 for a 140 lot single-family development on a property bearing a legal description of the West 19.5500 acres and the North 9.5500 acres of Block 76, Lon C. Hill Subdivision, located at the southwest corner of Lipscomb Avenue and West New Hampshire Street. Applicant: Ricardo Garcia c/o Affordable Homes of South Texas Inc.

Department: Engineering

Approval: ☒ YES ☐ NO

Comments: Development must comply with all city requirements during the subdivision stage.

Roberto Hernandez

Signature

04-16-2025

Date

Attachment IX



Planned Development (PD) Request Routing Slip

Applicant: Ricardo Garcia c/o Affordable Homes of South Texas

Phone No.: (956) 650-0287

Location: Located at the southwest corner of Lipscomb Avenue and West New Hampshire Street

Project Description: Request to rezone from Residential, Single Family ("R1") District to Planned Development ("PD") District to allow 32 feet wide streets with 50 feet of right-of-way and smaller lots for Lots 4, 8, 18, 22, 25, 26, 42, 53, 57 for a 140 lot single-family development on a property bearing a legal description of the West 19.5500 acres and the North 9.5500 acres of Block 76, Lon C. Hill Subdivision, located at the southwest corner of Lipscomb Avenue and West New Hampshire Street.
Applicant: Ricardo Garcia c/o Affordable Homes of South Texas Inc.

Department: Fire Prevention Bureau

Approval: X YES NO

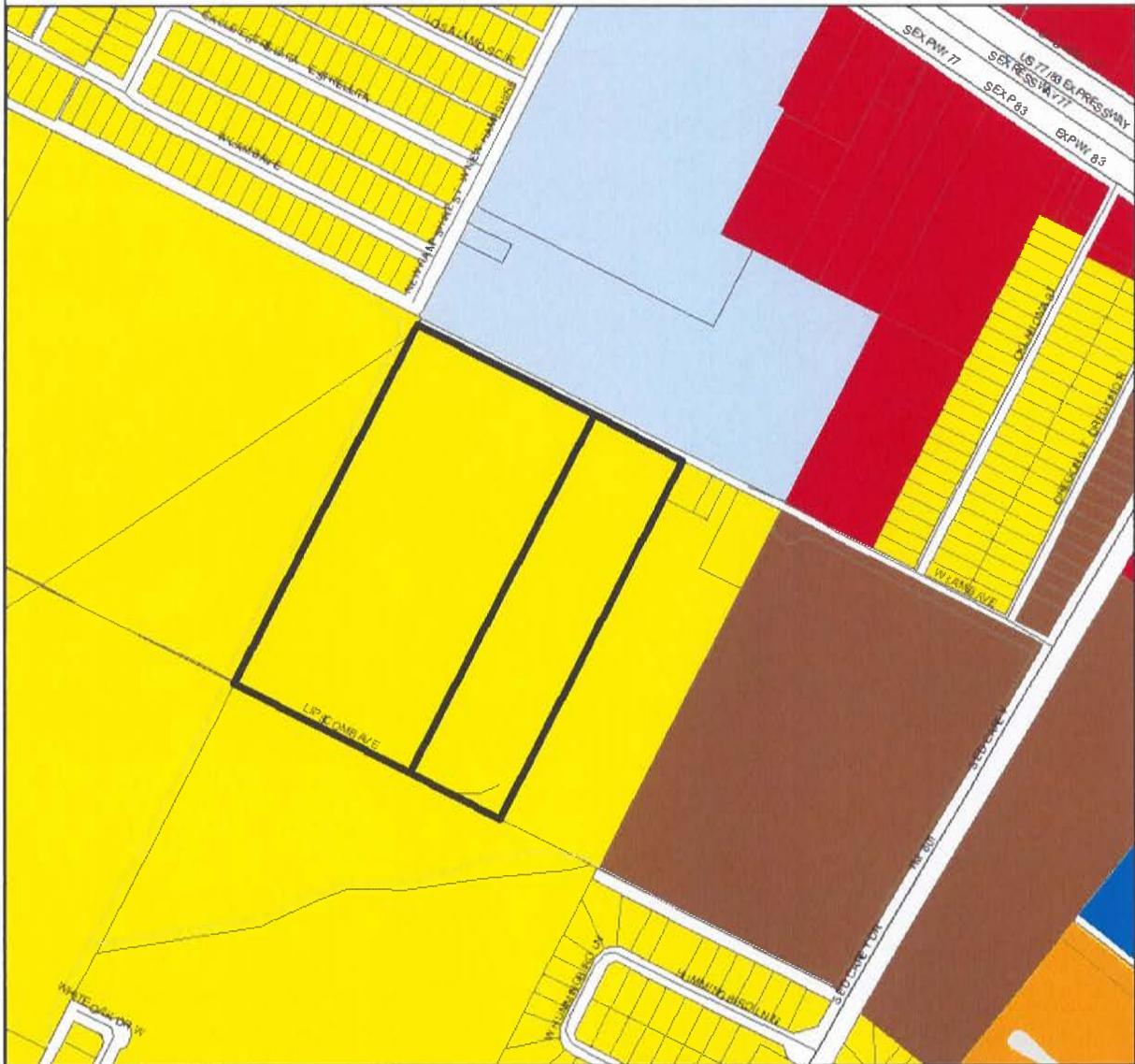
Comments: Applicant will have to meet any code, regulation, ordinance, and standard required for permit.

Fire Marshal Juan Saucedo Jr.

Juan Saucedo Jr.

Date: April 11, 2025

A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



Boundary Lines

 Harlingen City Limits

 Subject Property

Agricultural/Rural Residential	Institutional	Recreational/Open Space
Employment Center	Low Density Residential	Retail/Regional
High Density Residential	Medium Density Residential	Retail/Commercial/Office
Industrial	Mixed Use	

THIS MAP HAS BEEN PRODUCED BY THE CITY OF HARLINGEN FOR THE SOLE PURPOSE OF LOCATING JURISDICTIONAL BOUNDARIES AND IS NOT INTENDED FOR ANY OTHER PURPOSE. THE MAP DATA IS COMPILED FROM VARIOUS SOURCES INCLUDING ORTHOPHOTO IMAGERY, ENGINEERING PLANS AND PLATS, SURVEY FIELD NOTES AND OTHER SOURCES. THIS MAP IS INTENDED FOR GRAPHIC REPRESENTATION ONLY. NO WARRANTY IS MADE BY THE CITY OF HARLINGEN REGARDING ITS ACCURACY OR COMPLETENESS. BEFORE RELYING ON ANY INFORMATION ON THE MAP, CHECK WITH THE PLANNING DEPARTMENT.

ORDINANCE NO. 25_____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM RESIDENTIAL, SINGLE-FAMILY ("R-1") DISTRICT TO PLANNED DEVELOPMENT ("PD") DISTRICT TO ALLOW 32-FOOT-WIDE PAVED STREETS WITH 50 FEET OF RIGHT-OF-WAY AND SMALLER LOT SIZES FOR LOTS 4, 8, 18, 22, 25, 26, 42, 53, AND 57 FOR A 140 LOT SINGLE-FAMILY DEVELOPMENT ON A PROPERTY BEARING A LEGAL DESCRIPTION OF THE WEST 19.5500 ACRES AND THE NORTH 9.5500 ACRES OF BLOCK 76, LON C. HILL SUBDIVISION, LOCATED AT THE SOUTHWEST CORNER OF LIPSCOMB AVENUE AND WEST NEW HAMPSHIRE STREET ; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING

WHEREAS, the Planning and Zoning Commission of the City of Harlingen pursuant to Harlingen's Zoning Ordinance procedure, has recommended a change in the zoning classification for certain described real property in the City of Harlingen; and it is deemed to be in the best interest of the City of Harlingen in accordance with said recommendation of the Planning and Zoning Commission of the City, being the recommendation as hereinafter set forth; and public notice of such proposed rezoning having been fully made and complied with as required by said Zoning Ordinance and applicable laws of the State of Texas; and the City Commission of the City of Harlingen having held public hearings with reference thereto, being duly and thoroughly heard; and after consideration of the evidence presented, said City Commission is of the opinion that it is in the best interest of the City of Harlingen that said Code of Ordinances be amended as indicated, now, therefore,

BE IT ORDAINED BY THE CITY OF HARLINGEN

That the Code of Ordinances of the City of Harlingen (Ordinance 16-8) be and the same is herewith amended by the following described property being changed for permissive zone use as indicated:

Rezoning from Residential, Single Family ("R1") District to Planned Development ("PD") District to allow 32 feet wide paved streets with 50 feet of right-of-way and smaller lots for Lots 4, 8, 18, 22, 25, 26, 42, 53, 57 for a 140 lot single-family development on a property bearing a legal description of the West 19.5500 acres and the North 9.5500 acres of Block 76, Lon C. Hill Subdivision, located at the southwest corner of Lipscomb Avenue and West New Hampshire Street.
Applicant: Ricardo Garcia c/o Affordable Homes of South Texas Inc. as shown on Exhibit "A" and "B".

The provisions prohibiting the violation of the Code of Ordinances shall continue in full force and effect and apply to this ordinance.

The provisions amendment is made contingent upon construction being complied in accordance with the site plan, a true and correct copy of which is attached hereto and incorporated herein by reference as Exhibit "A" and "B".

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this _____ day of _____, 2025 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Hermelinda Gonzales, Interim City Secretary

EXHIBIT "B"

SUNRISE MEADOWS SUBDIVISION

30.761 ACRES OF LAND SITUATED IN CAMERON COUNTY, TEXAS, AND BEING OUT OF BLOCK 76 AND AN IRRIGATION CANAL RIGHT OF WAY ON THE NORTH SIDE OF SAID BLOCK 76, LON C. HILL'S SUBDIVISION AS PER MAP RECORDED IN VOLUME 2, PAGE 25, CAMERON COUNTY MAP RECORDS

GENERAL NOTES:

- 1.- FLOOD CLASSIFICATION
ZONE "AH" AREAS OF 100-YEAR SHALLOW FLOODING WHERE DEPTHS ARE BETWEEN ONE (1) AND THREE (3) FEET; BASE FLOOD ELEVATIONS ARE SHOWN, BUT NOT FLOOD HAZARD FACTORS ARE DETERMINED.

ZONE "AH" (BFE43), FLOOD INSURANCE RATE MAP PANE. NO. 48061C0270F MAPS DATED FEB. 16, 2018.

THIS PROPERTY HAS BEEN REMOVED FROM THE SFHA. PLEASE REFER TO FEMA CASE NO. ~~25-08-0881G~~ FOR THE EXACT METES AND BOUNDS OF THE REMOVAL.

CONSTRUCTION OF RESIDENTIAL HOUSING WITHIN ANY AREA OF THE SUBDIVISION THAT IS IN THE 100-YEAR FLOOD PLAIN IS PROHIBITED UNLESS THE HOUSING QUALIFIES FOR INSURANCE UNDER THE NATIONAL FLOOD INSURANCE ACT OF 1968 (42 U.S.C. SECTIONS 4001 THROUGH 4127).
- 2.- FINISHED FLOOR ELEVATIONS ESTABLISHED MUST BE HIGHER THAN ELEVATION 43.00 (NOV 29) OF 18" ABOVE CENTER LINE OF STREET, WHICHEVER IS GREATER, MEASURED FROM THE CENTER OF THE LOT. ELEVATION CERTIFICATE MAY BE REQUIRED FOR LOTS LOCATED OUTSIDE A DESIGNATED FLOOD ZONE AT THE TIME FOR APPLICATION FOR CONSTRUCTION TO VERIFY PRE AND POST CONSTRUCTION FINISHED FLOOR ELEVATION. AN ELEVATION CERTIFICATE SHALL BE REQUIRED FOR ALL LOTS WITHIN A DESIGNATED FLOOD ZONE AT THE TIME FOR A DEVELOPMENT PERMIT APPLICATION. ALL FILL FOR LOTS WILL BE CONSTRUCTED AT BUILDING PERMIT STAGE.
- 3.- BASIS OF BEARINGS: AS PER STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.
- 4.- SETBACKS:
A) FRONT = 20 FEET
B) SIDE = 5 FEET
C) REAR = 10 FEET
*COMPLY WITH SETBACKS OR EASEMENTS WHICHEVER IS GREATER.
- 5.- THIS SUBDIVISION IS IN COMPLIANCE WITH THE REQUIREMENTS OF LOCAL GOVERNMENT CODE 232.032 AND WATER, AND ELECTRICAL CONNECTIONS TO THE LOTS WILL MEET ALL MINIMUM STATE STANDARDS.

A) WATER WILL BE PROVIDED BY: HARLINGEN WATERWORKS SYSTEM
B) ELECTRICAL WILL BE PROVIDED BY: MEP
C) WASTEWATER SERVICE WILL BE PROVIDED BY HARLINGEN WATERWORKS SYSTEM
D) GARBAGE WASTE WILL BE DISPOSED OF BY CITY OF HARLINGEN.
- 6.- ALL INTERIOR CORNERS ARE MADE BY A 1/2 INCH ROD WITH PLASTIC CAP STAMPED "J&A".
- 7.- PROPERTY IS ZONED IN ACCORDANCE WITH THE CITY AS RESIDENTIAL, MULTY-FAMILY (PD) AND SHALL BE USED ONLY FOR THOSE PURPOSES.
- 8.- A PERMIT IS REQUIRED BEFORE ANY CONSTRUCTION OR OTHER DEVELOPMENT BEGINS INCLUDING THE INITIAL DISTURBANCE OF SOILS ASSOCIATED WITH CLEARING, GRADING OR EXCAVATION ACTIVITIES. THE CONSTRUCTION OR OTHER DEVELOPMENT SHALL COMPLY WITH THE LATEST CAMERON COUNTY FLOOD PLAIN MANAGEMENT REGULATIONS.
- 9.- THERE ARE NO EXISTING WATER WELLS WITHIN 150' OF THIS PROPERTY.
- 10.- THIS TRACT LIES WITHIN THE CITY LIMITS OF THE CITY OF HARLINGEN.
- 11.- A 5' SIDEWALK ALONG NEW HAMPSHIRE WILL BE CONSTRUCTED AT SUBDIVISION PHASE AND A 5' SIDEWALK WILL BE REQUIRED AT BUILDING PERMIT PHASE ALONG INTERIOR STREETS OF THIS SUBDIVISION.
- 12.- ANY LOTS WITHIN 100 FEET OF A DRAINAGE INLET SHALL BE 6" HIGHER AS COMPARED TO THE OTHER FINISHED FLOORS WITHIN THE SUBDIVISION.

9(2)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:

Public hearing for a voluntary annexation of 88.40 acres of land out of a Portion of Blocks 15 and 16 Subdivision "C", located along Kroger Avenue/Lafayette Avenue, west of Chester Park Road. Applicant: Javier Hinojosa c/o William Lewis Youngblood and Jonny Nurdin. Attachment (**Planning & Development**)

Prepared By: Soledad A. Núñez, CNU-A

Title: Interim Planning and Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- May 3, 2025 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- May 14, 2025 – Public hearing to recommend the annexation by the Planning and Zoning Commission.
- May 21, 2025 – Public hearing and consideration of annexation by the City Commission via First Ordinance Reading.
- June 4, 2025 – Public hearing and consideration of annexation ordinance by the City Commission via Second and final reading.

Summary

- The owner of the property has requested the voluntary annexation of 88.40 acres of land (**Attachment I**). The property has frontage along Kroger & Lafayette Avenues and is contiguous to the city limits via the north side of the property. (**Attachment V**).
- The property owner is proposing a Planned Development subdivision on the property and finds it beneficial for the property to be within the city limits to process building permits. With the rezoning to Planned Development ("PD") District, a single-family subdivision will be developed.
- Water and sewer for this property is provided by HWWWS.
- The developer will be processing a subdivision for single family homes after the annexation process is completed. During the rezoning process legal notices will be mailed to all property owners within 200 feet of the subject property. The legal notices will be mailed to the property owners within the city limits only.
- The subject annexation will require three public hearings and two readings of the ordinance. The above timeline delineates the annexation process.
- In 2025, the city has annexed 482.47 acres, so far. In 2024 the city annexed a total of 103.94 acres. In 2023 the city annexed 19.94 acres. In 2022 the city

annexed 71.1 acres. In 2021 the city annexed 1.47 acres.

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:





Yes



No



N/A

Comments:

City Attorney's approval:





Yes



No



N/A

Public hearing and take action to consider a request for the voluntary annexation of 88.40 acres of land out of a Portion of Blocks 15 and 16 Subdivision “C”, located along Kroger Avenue/Lafayette Avenue, west of Chester Park Road. Applicant: Javier Hinojosa c/o William Lewis Youngblood and Jonny Nurdin

Interim Planning and Development Director, Soledad Núñez, presented the following information related to the request for voluntary annexation, as follows:

- An Aerial View of the subject property highlighted in green was presented. Ms. Núñez stated that the owner of the property is requesting voluntary annexation.
- The property has frontage along Lafayette and Kroger Avenue, Chester Park Road and McCullough Street.
- The developer is proposing a single-family residential development. Ms. Núñez explained that if this annexation is approved, they will proceed to go through the subdivision phase for this particular property. She also added that during the rezoning process for the property, then we will notify property owners within two hundred (200) feet of this property, but only to those within City Limits. She pointed out those that would receive the notice noting that the rest of the properties were outside.
- Water and sewer will be provided by Harlingen Water Works.
- Ms. Núñez stated that the subject annexation does require three (3) Public Hearings – one (1) with Planning and Zoning which is today and then two (2) with City Commission.
- A copy of the survey was presented.
- The City Limits Zoning Map with the subject property highlighted in green was presented.
- The Annexation Map was presented. Ms. Núñez stated this is kept updated with all the annexations that have occurred. Ms. Núñez proceeded to share the acres of land annexed by year –
 - In 2025 thus far, the City has annexed four hundred and eighty-two point forty-seven (482.47) acres of land.
 - In 2024, we annexed about one hundred and three point ninety-four (103.94) acres.
 - In 2023, nineteen point ninety-four (19.94) acres.
 - In 2022, seventy-one point one (71.1) acres.
 - And in 2021, one point forty-seven (1.47) acres.
- Staff is recommending approval of the annexation request.

Chairman Consiglio commented that these were good stats on the annexation numbers. He thanked Ms. Núñez for sharing. He continued and asked if there were any questions for Staff on this item of the voluntary annexation.

Cmr. Sanchez indicated he did have a question for clarification purposes. He said that he didn't really have the opportunity to look in detail as far as the road right-of-ways that are being annexed. He asked if one hundred percent (100%) of the right-of-way was being taken in. Ms. Núñez said yes. She said that they double checked that with Cameron County just to make sure that everything was correct and that yes, eventually, those portions of the road will be off of the

Cameron County lists and they will be City owned and maintained. Cmr. Sanchez acknowledged the response and thanked Ms. Núñez. The Chairman commented that was a very good question.

Chairman Consiglio asked if there were any other questions for Staff. He also asked if the applicant was also present. Ms. Núñez said yes, that the applicant was present. Upon hearing no questions, the Chairman indicated there was a Public Hearing and would proceed to it.

The Public Hearing was opened. The Chairman asked if there was anyone that would like to speak for or against this item, to please approach the podium. Upon seeing and hearing none, the Public Hearing was closed.

The Chairman asked again, if there were any questions for Staff and/or the applicant or if there was a motion to consider. Cmr. Cruz-Velázquez made the motion to approve. Cmr. Perez seconded the motion. The Chairman asked if there was any further discussion and upon hearing none moved the motion to a vote. The motion passed unanimously.

9(b)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:

Public hearing for a rezoning request from Residential, Single Family ("R-1") District to General Retail ("GR") District to 3.6780 acres out of Block 23, Briggs and Coleman Subdivision of Section 49, located on the south side of Montezuma approximately 2,395 feet west of 25th Street. Attachment (**Planning & Development**)

Prepared By: Soledad A. Núñez, CNU-A
Title: Interim Planning and Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- April 14, 2025 – Application for rezoning submitted to the City. (**ATTACHMENT I**).
- May 2, 2025 – In accordance with State and local law, notice of the required public hearing mailed to all property owners within a 200 feet radius of subject tract.
May 3, 2025 – In accordance with State and local law, notice of the required public hearings was published in the Valley Morning Star.
- May 14, 2025 - Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission (P&Z).
- May 21, 2025 – Public hearing and consideration of requested amendment of the PD site plan via 1st ordinance reading scheduled before the City Commission.
- June 4, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- Santiago Espinoza, the applicant and property owner is requesting to rezone the subject property from Residential, Single Family ("R-1") District to General Retail ("GR") District to allow a for a mixed use development of multi-family and commercial use. (**ATTACHMENT II**).
- The subject property is part of a larger tract that is also owned by the same property owner and is currently vacant and not subdivided. The developer is proposing to subdivide the property. The property has 327.56 feet of frontage on Montezuma Road and depth of 519 feet at its longest point. With the adjacent tract to the south, the property has 327 feet of frontage on Loop 499 and a combined depth of 821 feet at its longest point. Montezuma is a two lane 20-foot wide paved street without curb and gutter. Loop 499 is a four lane State Highway with curb and gutter. (**ATTACHMENT III AND IV**).
- The surrounding properties are zoned Residential, Single Family ("R-1") District to the north, northeast, and west, and General Retail to the south and southeast.

The surrounding land uses consist of vacant land in agriculture use to the north, south and west, and single family residential use and vacant land in agriculture use to the east. **(ATTACHMENT II and V).**

- The Future Land Use Plan (FLUP) component of the City of Harlingen Comprehensive Plan One Vision One Harlingen shows this area as mixed use. The request is consistent with the Future Land Use Plan and generally consistent with the surrounding zoning and land use. **(ATTACHMENT VI).**
- To the present, the Planning and Zoning Department has not received any opposition to the requested rezoning.

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:  ☐ Yes ☐ No ☒ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A

Public hearing and take action to consider a request to rezone from Residential, Single Family (“R-1”) District to General Retail (“GR”) District to 3.6780 acres out of Block 23, Briggs and Coleman Subdivision of Section 49, located on the south side of Montezuma approximately 2,395 feet west of 25th Street.

Assistant Planning and Development Director, Joel Olivo, presented the following information related to the request to rezone, as follows:

- The Legal Notice Map was presented. Mr. Olivo explained that the request to rezone was to allow for a mixed-use development consisting of multifamily use and commercial use. He pointed out that the Subject Property is on the south side of Montezuma Road, west of 25th Street.
- An Aerial View of the Subject Property was presented. The Subject Property is currently vacant. Mr. Olivo explained that this is actually part of a larger tract owned by the developer. He said the southern portion is already zoned General Retail (GR) district and the owner would like for all of it to be zoned GR to be consistent and have a little bit more flexibility on that proposed development. Mr. Olivo added that it is currently not subdivided. He said the developer is proposing to subdivide under a one (1) or two (2) lot subdivision. He is proposing to put commercial along the frontage and then multifamily in the rear of the property.
- Surrounding Land Uses consists of a lot of Vacant Land and Agricultural Use. There are single-family residences to the northeast and further east, you have a church and then apartments, and then to the west, you have a mobile home park.
- A Street View from Montezuma Road was presented. Mr. Olivo pointed out it is currently vacant property.
- A Street View from Loop 499 was presented.
- The Subject Property has approximately two hundred and thirty-seven (237) feet of frontage on Montezuma Road and depth of five hundred and nineteen (519) feet. Mr. Olivo said that if you combine both tracts, it has a depth of eight hundred and twenty (820) feet plus the frontage on Loop 499.
- The Future Land use shows it as a mixed-use, so this is consistent with the Future Land Use Plan.
- Staff did notify the property owners within a two hundred (200) foot radius. Mr. Olivo stated that four (4) property owners received notification, and that Staff received no objections
- Staff is recommending approval of the request.
- Mr. Olivo made himself available to answer any questions on the item.

Chairman Consiglio complimented Mr. Olivo. He asked if there were any questions for Staff and indicated he had one. He said that considering this location and not wanting to get too ahead of ourselves, he asked about Loop 499 having the raised median. He said that once it [the project] gets further down the road, there might be a left turn, right turn type of situation. Mr. Olivo said it could be. He said he was just throwing it out there and that Planning was in their name and that we had to think of these things now and plant those seeds to understand what it is going to look like from a traffic perspective. He said that every day he takes his kids to Lee Means Elementary and that he is playing Frogger and it is a dangerous situation out there. The Chairman said he would leave it at that.

The Chairman asked if there were any other questions for Staff. Upon hearing none, he indicated there was a Public Hearing for the item and proceeded.

The Public Hearing was opened. He asked if anyone would like to speak on this item, for or against. Upon hearing and seeing none, the Public Hearing was closed.

Chairman Consiglio asked if there were any other questions or if there was a motion. Cmr. Cruz-Velázquez made the motion to approve. Cmr. Flores seconded the motion. The Chairman asked if there was any further discussion and upon hearing none moved the motion to a vote. The motion passed unanimously.

**AGENDA ITEM
EXECUTIVE SUMMARY**

9(C)

Meeting Date: **May 21, 2025**

Agenda Item:

Public hearing for a rezoning request from Residential, Multi-Family ("M-2") District to General Retail ("GR") District for 7.52 acres of land, bearing a legal description of Lot 1, Block 1, Windsong Subdivision, located south of Lincoln Avenue, approximately 910 feet east of S. Palm Court Drive. Applicant: Tycen Hanna c/o Riverstone Crossing, LLC. Attachment (**Planning & Development**)

Prepared By: Soledad A. Núñez, CNU-A
Title: Interim Planning and Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- April 21, 2025 – Application for rezoning submitted to the City. (**ATTACHMENT I**).
- May 2, 2025 – In accordance with State and local law, notice of the required public hearing mailed to all property owners within a 200 feet radius of subject tract.
- May 3, 2025 – In accordance with State and local law, notice of the required public hearings was published in the Valley Morning Star.
- May 14, 2025 - Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission (P&Z).
- May 21, 2025 – Public hearing and consideration of requested amendment of the PD site plan via 1st ordinance reading scheduled before the City Commission.
- June 4, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- Tycen Hanna, the applicant and property owner is requesting to rezone the subject property from Residential, Multi-Family ("M-2") District to General Retail ("GR") District to allow for reduced setbacks for a multi-family condo style development. (**ATTACHMENT II**).
- The subject property has 50.00 feet of frontage on Lincoln Avenue, 50.00 feet of frontage on S. Palm Court Blvd. and a depth of 629.00 feet at its longest point. Lincoln Avenue is 48 feet wide paved road with curb and gutter and S. Palm Court Drive is paved 23 feet wide with asphalt. (**ATTACHMENT III AND IV**).
- The surrounding properties are zoned Residential, Single Family ("R-1") District to the north, northeast, and west, and General Retail to the south and southeast. The surrounding land use consists of vacant land in agriculture use to the north, south and west, and single-family residential use and vacant land in agriculture use to the east. (**ATTACHMENT II and V**).

- The Future Land Use Plan (FLUP) component of the City of Harlingen Comprehensive Plan One Vision One Harlingen shows this area as regional-retail use. The request is consistent with the Future Land Use Plan and generally consistent with the surrounding zoning and land use. **(ATTACHMENT VI).**
- To the present, the Planning and Zoning Department has not received any opposition to the requested rezoning.

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:  ☐ Yes ☐ No ☒ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A

Public hearing and take action to consider a request to rezone from Residential, Multi-Family (“M-2”) District to General Retail (“GR”) District for 7.52 acres of land, bearing a legal description of Lot 1, Block 1, Windsong Subdivision, located south of Lincoln Avenue, approximately 910 feet east of S. Palm Court Drive. Applicant: Tycen Hanna c/o Riverstone Crossing, LLC

Interim Planning and Development Director, Soledad Núñez, presented the following information related to the request to rezone, as follows:

- The Legal Notice Map was presented. Ms. Núñez explained that the request to rezone was to allow for reduced setbacks for the proposed development condominium-style regime.
- The Subject Property, which was shown highlighted, has fifty (50) feet of frontage on Lincoln Avenue, fifty (50) feet of frontage on South Palm Court Avenue and a depth of six hundred and twenty-nine (629) feet at its longest point. Lincoln Avenue is a forty-eight (48) foot wide paved road with curb and gutter. South Palm Court Drive is a paved twenty-three (23) foot wide asphalt street.
- Surrounding properties are zoned Residential, Single-Family (R1) district to the north, northeast and west, and General Retail (GR) to the south and southeast.
- An Aerial View of the property was presented. Ms. Núñez pointed out apartments that were already in construction, TK Lawn Service, Vacant Land to the north, the Valor Apartments are to the west, single-family homes and vacant land to the west as well as to the south, and then you have the Education Bible Church Calvary Chapel.
- A Street View of the Property from Lincoln Avenue was presented.
- A Street View of the Property from South Palm Court Drive was presented.
- The Future Land Use component of the City of Harlingen’s Comprehensive Plan, One Vision, One Harlingen, shows this area as General Retail. The request is consistent with the Future Land Use Plan.
- Ms. Núñez reported that Staff did not receive any calls at all for this particular rezoning request.
- Staff is recommending approval of the rezoning request.

He asked if there were any questions for Staff.

Comr. Sanchez indicated he had a question for Staff and asked to go back to the Aerial View of the property. Mr. Sanchez asked for clarification on what the proposed land was. Ms. Núñez pointed out the subject property. She explained that there were entrances off both South Palm Court Drive and Lincoln Avenue. She explained that the red arrows were identifying apartments that are already in construction through a different subdivision. Chairman Consiglio commented that the box indicating the apartments was covering the driveway. Ms. Núñez said that was correct. Comr. Sanchez acknowledged the information provided.

Comr. Sanchez asked if it was the same property owner. Ms. Núñez said no, that it was a different property owner.

Comr. Sanchez continued. He said that, in comparing to the Valor Apartments, it seems like they have a lot more amenities for the residents and stuff. Comr. Sanchez asked if there were any

requirements on the City side as far as amenities. Ms. Núñez explained that there weren't for this particular tract of land. She said it was subdivided in 2007. She said that the developer is proposing to add amenities, however this was not a requirement for the rezoning request. Cmr. Sanchez said okay.

Chairman Consiglio asked if there were any other questions for Staff. Upon hearing none, the Chairman confirmed that Ms. Núñez had said the applicant was present. Ms. Núñez said yes, that he was there. The Chairman indicated we would proceed to the Public Hearing.

The Public Hearing was opened. The Chairman asked if there was anyone that would like to speak on this item, for or against, to please approach the podium. Upon seeing and hearing none, the Public Hearing was closed.

The Chairman asked if there were any further questions for Staff and/or for the applicant or if there was a motion to consider. Cmr. Perez made the motion to approve. Cmr. Cruz-Velázquez seconded the motion. The Chairman asked if there was any further discussion and upon hearing none moved the motion to a vote. The motion passed unanimously.

9(d)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:

Public hearing for a Special Use Permit ("SUP") to allow a Community Residential Facility in a General Retail ("GR") District on a property bearing a legal description of 5.9236 acres out of 8.6170 acres out of Block 55, David & Stephenson Subdivision, located on the southeast corner of Breedlove Street and North Loop 499. Applicant: Alan Ozuna. Attachment (**Planning & Development**)

Prepared By: Soledad A. Núñez, CNU-A

Title: Interim Planning & Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- April 14, 2025 – Application for Special Use Permit ("SUP") submitted to the City. (**ATTACHMENT I**)
- April 23, 2025 – In accordance with State and local law, notice of required public hearings mailed to all property owners within 200 feet of subject tract.
- April 26, 2025 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- May 14, 2025 - Public hearing and consideration of requested Special Use Permit by the Planning and Zoning Commission (P&Z).
- May 21, 2025 – Public hearing and consideration of requested SUP via 1st ordinance reading scheduled before the City Commission.
- June 4, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

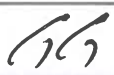
Summary

- Per the Code of Ordinances, a Community Residential Facility in a General Retail ("GR") District requires the approval of a Special Use Permit (SUP) by the City Commission.
- Alan Ozuna, the applicant, is requesting a special use permit to allow a Community Residential Facility, as part of the Tropical Texas Behavioral Health system. (**ATTACHMENT II AND III**)
- Based on the site plan and information submitted by the applicant, the applicant is proposing to operate Sunday through Saturday and hours are varied depending on the type of services being offered. The facility will be multiple home-like buildings and services being offered will be Support Services, Substance Use Services, Diversion Center, and Veteran's Services for Tropical Texas Behavioral Health. 125 parking spaces would be required, the current site plan shows 131 parking spaces. (**ATTACHMENT II – IV**)
- The Veteran Services proposed are for current and past defenders of our country and their families. Provided by Veterans to Veterans, it is a place to meet and socialize, share in group support, take part in recreational and social activities for service members and their families. Military Peers teach healthy mental health

habits, employment skills and independent living. They also provide links to emergency assistance with utilities, rental support, food and other community resources. Services are to enhance the quality of life of those who serve/served our country and their first line of support, their families.

- The Diversion/Respite Services provides programs for linkage to care for eligible individuals who are not appropriate for jail, the emergency room, or psychiatric hospitalization - but who need help connecting to services. They receive appropriate treatment and support services needed to prevent deterioration. Individuals receive immediate mental health assessments; crisis support and connections to ongoing treatment and support services. Respite services provide individuals experiencing a behavioral health crisis to receive short term support in a home-like environment. These services also support the family caregiver by providing a temporary break to attend to their own well-being. Individuals would be in Diversion services for less than 24 hours in duration, and Respite services will vary upon individual needs but typically will be residential in nature and last less than two weeks.
- The Substance Use Services are for Adolescent or adult (funding dependent) comprehensive residential substance abuse services provided. The program offers a range of services, including individual, group, and family counseling sessions, as well as community-integrated services such as support from Alcoholics Anonymous and Narcotics Anonymous groups following a daily structured schedule. Services are provided by a multidisciplinary team consisting of Licensed Chemical Dependency Counselors (LCDCs), Certified Medical Assistant, Residential Advisors. The program length is 90 days or less. Based on the services being provided, a maximum of three rooms in the diversion/respite services facility would be allowed for overnight stay.
- Support Services are for office support activities such as Utilization Management, Quality Assurance, Human Resources, etc.
- Surrounding properties are zoned General Retail ("GR") District to the south, east, and west, and to the north is County. The surrounding land uses are multi-family dwellings to the north, a Dollar General to the east, vacant land to the west and Tropical Texas Behavioral Health, Kingdom Hall of Jehovah's Witnesses, and Harlingen Fire Station No. 3 to the south. (**ATTACHMENTS V-VII**).
- The City of Harlingen Building Inspections Division, Fire Prevention Bureau, Health and Police Departments reviewed the SUP application. The departments reported no objection to the proposed request subject to adhering to the Harlingen Code of Ordinances and procedures administered by each department (**ATTACHMENTS VIII-XI**).
- The applicant must obtain and maintain the proper State and City permits.
- Currently, no opposition to the requested Special Use Permit has been received by the Planning & Zoning Department.
- In accordance with the zoning ordinance, the P&Z and City Commission may impose requirements and conditions of approval as are needed to ensure that a use requested by a SUP is compatible and complementary to adjacent properties.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose?		☐ Yes	☐ No*
*If no, specify source of funding and amount requested:			
Finance Director's approval:		☐ Yes	☐ No ☐ N/A
Staff Recommendation:			
Staff recommends approval of the Special Use Permit subject to the following conditions:			
1. Complying with the requirements administered by Planning and Zoning, Building Inspections and Fire Prevention Departments. 2. Providing and maintaining the required parking in accordance with City Regulations. 3. Only three rooms within the diversion/respice services facility would be allowed for overnight stay; and 4. The applicant must obtain and maintain the proper State and City permits.			
City Manager's approval:			☐ Yes ☐ No ☒ N/A
Comments:			
City Attorney's approval:			☒ Yes ☐ No ☐ N/A

Public hearing and take action to consider a request for a Special Use Permit ("SUP") to allow a Community Residential Facility in a General Retail ("GR") District on a property bearing a legal description of 5.9236 acres out of 8.6170 acres out of Block 55, David & Stephenson Subdivision, located on the southeast corner of Breedlove Street and North Loop 499. Applicant: Alan Ozuna

Interim Planning and Development Director, Soledad Núñez, presented the following information related to the request to rezone, as follows:

- The Legal Notice Map was presented. Ms. Núñez explained that the request was to allow a community residential facility as part of the Texas Tropical Behavioral Health facilities.
- Ms. Núñez shared that based on the site plan submitted by the applicant, Mr. Alan Ozuna, they are proposing to operate Sunday through Saturday. She said the hours would vary depending on the type of service being offered.
- The facility will have multiple home-like buildings and services being offered will be support services, substance abuse services, diversion services and veteran services, all part of the Texas Tropical Behavioral Health Solutions facility.
- Ms. Núñez stated that they are required one hundred and twenty-five (125) parking spaces based on the site plan submitted and that they are providing one hundred and thirty-one (131).
- Ms. Núñez pointed out where they have another facility across the Loop.
- Other Land Uses include the Kingdom Hall of Jehovah's Witnesses, Vacant Lant, a multi-family subdivision in Cameron County, the Dollar General to the east as well as Harlingen Fire Station Number Three (3).
- The proposed site plan was presented. Ms. Núñez said that it would be directly across the current facility that they have no. She clarified that the existing facility would remain open, and they would be operating both facilities, at the same time.
- Ms. Núñez stated that there is a detailed explanation of each of the services being offered in the Board's meeting packet.
- Surrounding properties are zoned General Retail (GR) district to the south, east and west and then as mentioned, to the north is county.
- A Street View from Loop 499 of the property was presented.
- A rendering provided by the applicant of what their facility is proposed to look like was presented. Ms. Núñez stated that they will have to go through the subdivision process and building permits if this were to be approved.
- Ms. Núñez said that if this sounds familiar, they did apply earlier this year for a different location that got denied so they looked for a different location.
- Ms. Núñez reported that Staff did not receive any calls at all regarding this special use permit request.
- The application was reviewed by the Harlingen Police Department, the Fire Prevention Bureau, Building Inspections, and Health, and all did recommend approval of the request.
- Staff is recommending approval of the request, subject to the applicant complying with the following conditions –
 - Obtaining and maintaining all their proper state and city permits,
 - Providing and maintaining the required parking in accordance to city regulations, and

- o Complying with all of the requirements administered by Planning and Zoning, Building Inspections, Fire Prevention and Police Department.

Chairman Consiglio thanked and complimented Ms. Núñez for the presentation. The Chairman asked if there were any questions for Staff.

Cmr. Sanchez indicated he had a question for his understanding. He asked if the Special Use Permit comes into play because it would otherwise be non-confirming to that zoning. Ms. Núñez said that was correct. Cmr. Sanchez then asked what this type of facility would fall under. Ms. Núñez said that she thought it would need a Special Use Permit in any zoning. She stated that this particular property is zoned commercial [General Retail (GR)]. At this point Mr. Ozuna spoke up.

Alan Ozuna, applicant

Mr. Ozuna introduced himself before the Board and said that he represented Tropical Texas. He said that he had looked up the answer to this question. He said it turned out that this type of use, a Special Use Permit, is required in every zoning category for the City of Harlingen. He said that even though it was General Retail (GR), they would be required to get the Special Use Permit.

Mr. Ozuna said that the Commission may recall that he had come before them a couple of months ago asking for a Special Use Permit a little further south on Breedlove Street. He said that this had been a residential area and that the Commission had recommended at the time that they go out and look for something maybe a little closer to their existing facility on the Loop. Mr. Ozuna said that shortly after the meeting, they were luckily able to find exactly that. He said that this property came up on the market and that it was right across the street from their facility. He said this is where they would now be proposing to provide those continued services. Cmr. Sanchez jokingly asked if there were any plans for a skybridge. Mr. Ozuna said it was literally right across the street from where they are.

Chairman Consiglio thanked Mr. Ozuna for the information and for bring this back to the Board to consider. The Chairman at this point proceeded to the Public Hearing for the item.

The Public Hearing was opened. He asked if there was anyone that would like to speak for or against this item. Upon hearing and seeing none, the Public Hearing was closed.

Chairman Consiglio asked if there was a motion. Cmr. Perez made the motion to approve. Cmr. Cruz-Velázquez seconded the motion. The Chairman asked if there was any further discussion and proceeded to move the motion to a vote. The motion passed unanimously.

**AGENDA ITEM
EXECUTIVE SUMMARY**

10(2)

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve an ordinance on first reading for a request for the voluntary annexation of 88.40 acres of land out of a Portion of Blocks 15 and 16 Subdivision "C", located along Kroger Avenue/Lafayette Avenue, west of Chester Park Road. Applicant: Javier Hinojosa c/o William Lewis Youngblood and Jonny Nurdin. Attachment (**Planning & Development**)

Prepared By: Soledad A. Núñez, CNU-A

Title: Interim Planning and Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- May 3, 2025 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- May 14, 2025 – Public hearing to recommend the annexation by the Planning and Zoning Commission.
- May 21, 2025 – Public hearing and consideration of annexation by the City Commission via First Ordinance Reading.
- June 4, 2025 – Public hearing and consideration of annexation ordinance by the City Commission via Second and final reading.

Summary

- The owner of the property has requested the voluntary annexation of 88.40 acres of land (**Attachment I**). The property has frontage along Kroger & Lafayette Avenues and is contiguous to the city limits via the north side of the property. (**Attachment V**).
- The property owner is proposing a Planned Development subdivision on the property and finds it beneficial for the property to be within the city limits to process building permits. With the rezoning to Planned Development ("PD") District, a single-family subdivision will be developed.
- Water and sewer for this property is provided by HWWWS.
- The developer will be processing a subdivision for single family homes after the annexation process is completed. During the rezoning process legal notices will be mailed to all property owners within 200 feet of the subject property. The legal notices will be mailed to the property owners within the city limits only.
- The subject annexation will require three public hearings and two readings of the ordinance. The above timeline delineates the annexation process.
- In 2025, the city has annexed 482.47 acres, so far. In 2024 the city annexed a

total of 103.94 acres. In 2023 the city annexed 19.94 acres. In 2022 the city annexed 71.1 acres. In 2021 the city annexed 1.47 acres.

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A

Attachment I- Letter from the Property Owner

JAVIER HINOJOSA ENGINEERING/Consulting Engineers

416 E. Dove Avenue • McAllen, Texas 78504

Tel: (956) 668-1588

javier@javierhinojosaeng.com

TBPELS FIRM NO. F-1295

May 1, 2025

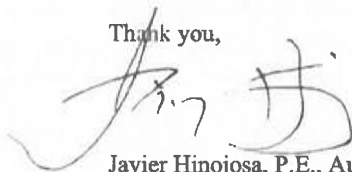
Soledad A Nuñez, CNU-A
Interim Planning and Development Director
City of Harlingen
502 E. Tyler Avenue
Harlingen, Texas 78550

Re: Voluntary Annexation
88.40 Acres out of Block 15 and 16, Harlingen Land and Water Company Subdivision

Dear Ms. Nuñez:

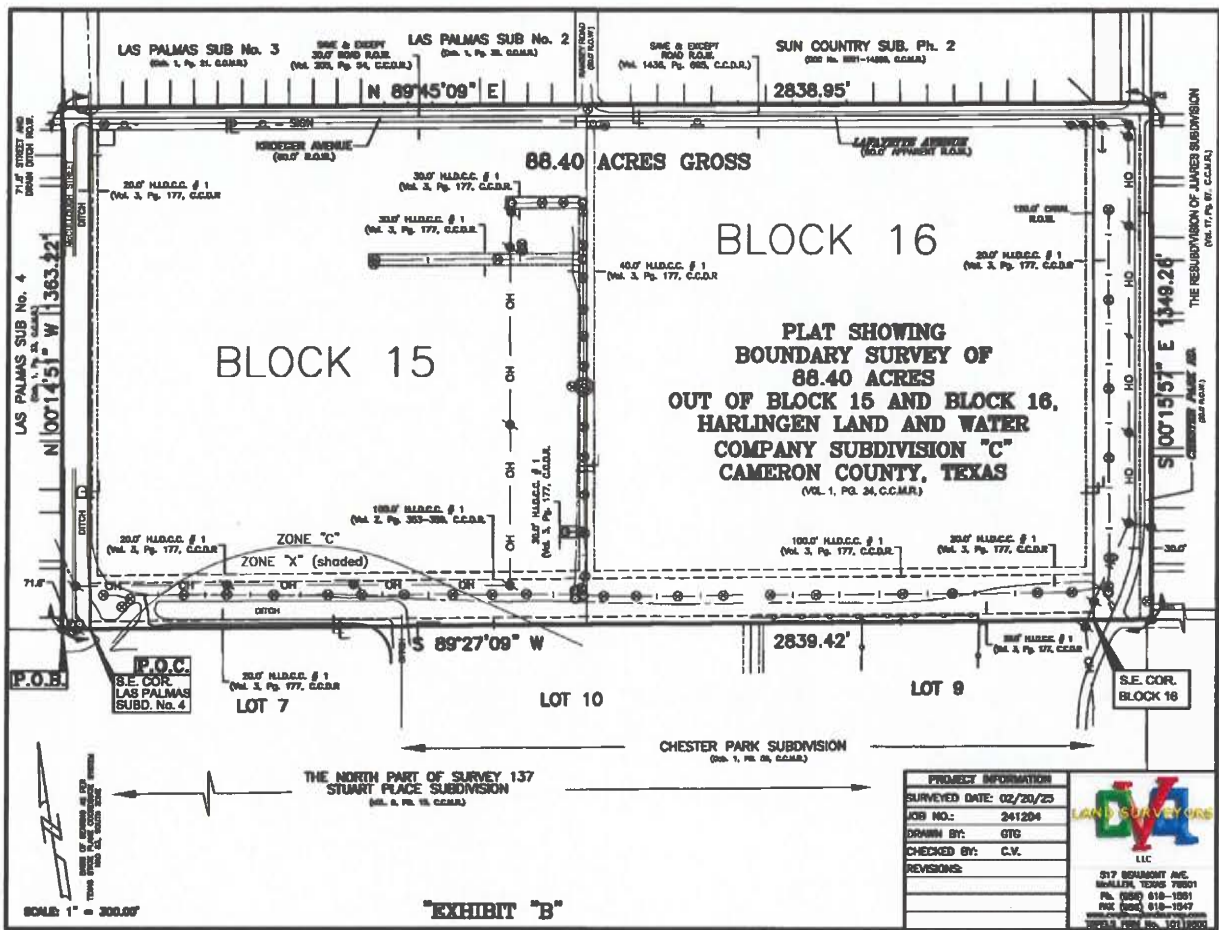
With this letter, we are formally requesting that the 88.40 acre property described by Metes and Bounds and Survey as prepared by our CVQ Land Surveyors, to be annexed into the City of Harlingen. This property is located along the south side of Kroger Avenue/Lafayette Avenue between McCullough Street and Chester Park Road. As part of the annexation agreement for this property, we are requesting that during the subdivision process, no park fees will be required, no widening of perimeter streets or additional right of way and perimeter sidewalks will be required and no impact fees will be imposed for connection to water and sewer facilities.

Thank you,



Javier Hinojosa, P.E., Authorized Agent
For Carlos and Jason Garza, Developers

Attachment II- Property Survey



Attachment III- Metes & Bounds Description

EXHIBIT "A"

**METES AND BOUNDS DESCRIPTION
88.40 ACRES OF LAND
HARLINGEN LAND AND
WATER COMPANY SUBDIVISION
CAMERON COUNTY, TEXAS**



LLC

A tract of land containing 88.40 acres of land, situated in Cameron County, Texas, being part or portion of **BLOCK 15 AND 16 HARLINGEN LAND AND WATER COMPANY SUBDIVISION "C"** Cameron County, Texas, map reference: Volume 1, Page 24, Map Records, Cameron County, Texas, said 88.40 acres being part or portion of a tract of land deeded to Jonny Nurdin, recorded in Document Number 2022-32812 Deed Records, Cameron County, Texas and said 88.40 acres of land being more particularly described as follows;

COMENNCING on the south line of said Block 15 and the southeast corner of Las Palmas Subdivision No. 4, recorded in Cabinet 1, Page 33, Map Records, Cameron County, Texas, **THENCE S 89° 27' 09" W**, along the South line of said Las Palmas Subdivision No. 4, a distance of 71.80 feet to a point of intersection with the extension of the West right-of-way of McCullough Street for the southwest corner of this tract and the **POINT OF BEGINNING**:

THENCE N 00° 14' 51" W, along the west right-of-way line of said McCullough Street, a distance of 1363.22 feet to the north right-of-way line of Kroger Avenue, for the Northwest corner of this tract;

THENCE N 89° 45' 09" E, along the north right-of-way of said Kroger and the north right-of-way of Lafayette Avenue a distance a distance of 2838.95 feet to a point of intersection with the extended line of the east right-of-way line of Chester Park Road for the northeast corner of this tract

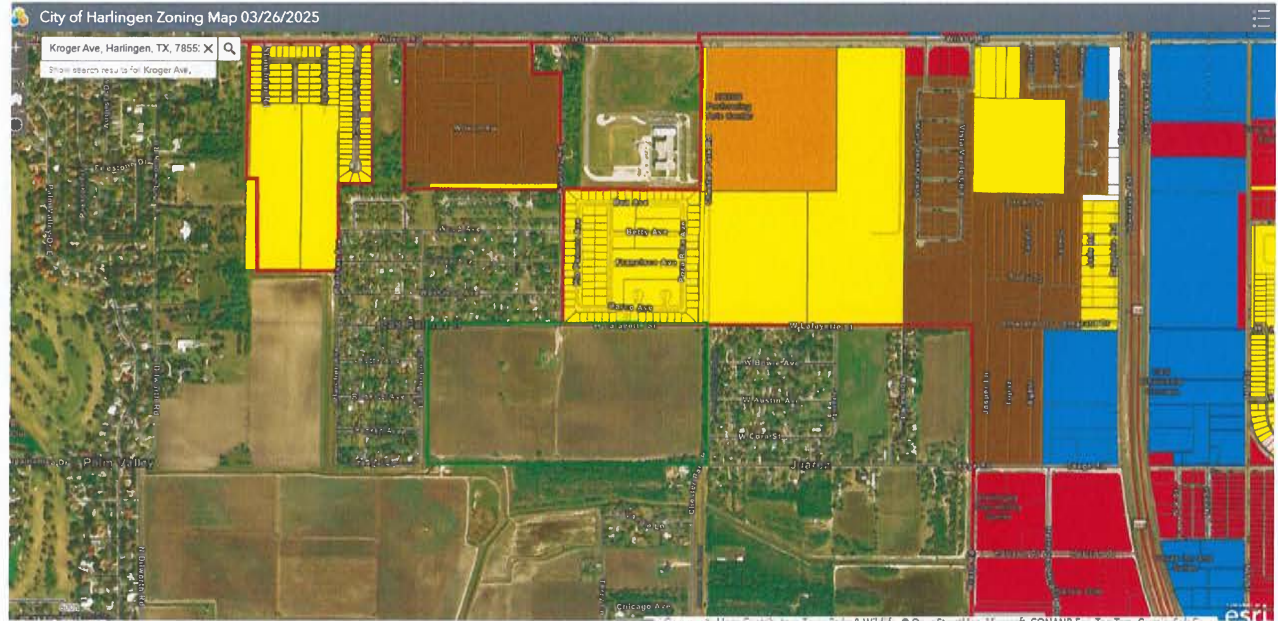
THENCE S 00° 15' 57" E, along the east right-of-way line of said Chester Park Road, a distance of 1349.26 feet, to the south line of The Resubdivision of Juarez Subdivision, recorded in Volume 17, Page 67, C.C.M.R., for the Southeast corner of this tract;

THENCE S 89° 27' 09" W, along the South line of said Resubdivision of Juarez Subdivision and the south line of said Blocks 15 and 16, a distance of 2839.42 feet to the **POINT OF BEGINNING**, containing 88.40 acres of land, more or less.

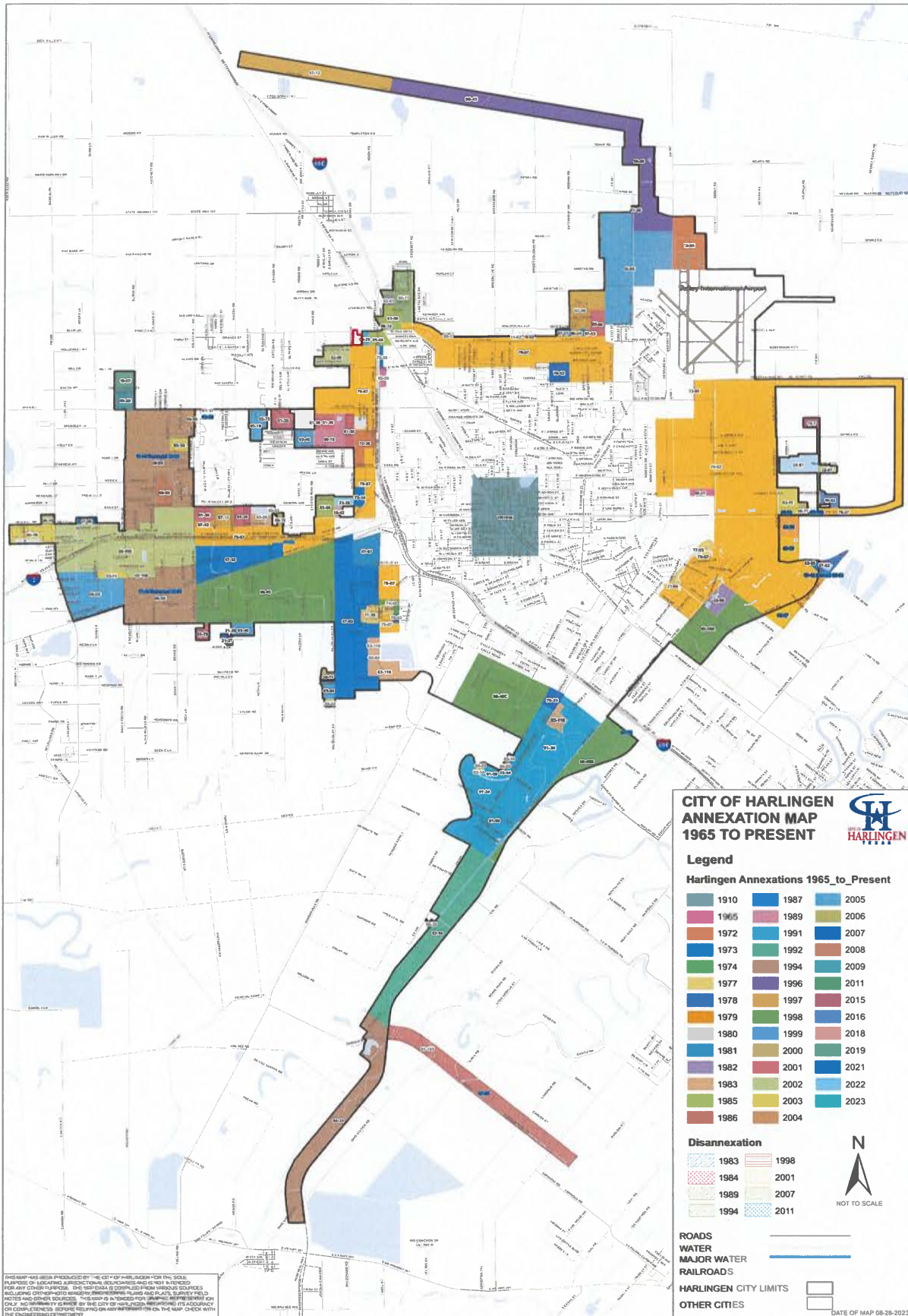
Attachment IV- Aerial with Existing City Limits Line



Attachment V- Zoning Map



Attachment VI- Annexation Map



ORDINANCE NO. 25-_____

AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF HARLINGEN BY ANNEXING, FOR FULL PURPOSE 88.40 ACRES OUT OF A PORTION OF BLOCKS 15 & 16, HARLINGEN LAND AND WATER COMPANY SUBDIVISION "C" , LOCATED ALONG THE ALONG THE SOUTH SIDE OF KROGER AVENUE/LAFAYETTE AVENUE, WEST OF CHESTER PARK ROAD; BINDING THE LAND TO ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF THE CITY; APPROVING AN ANNEXATION SERVICES AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Harlingen, Texas (the "City") desires to annex approximately 88.40 acres of land situated along the along the south side of Kroger Avenue/Lafayette Avenue, legally described as a 88.40 acres of land out of a Portion of Blocks 15 & 16, Harlingen Land and Water Company Subdivision "C" and depicted in Exhibit "A", with the exhibit being attached hereto and incorporated herein by reference (collectively, the "Property"); and

WHEREAS, pursuant to Chapter 43, Section 43.003, of the Texas Local Government Code, a home-rule municipality may extend the boundaries of the municipality and annex area adjacent to the municipality which are contained in the municipality's extra-territorial jurisdiction (ETJ); and

WHEREAS, Chapter 43, Subchapter C-3 of the Texas Local Government Code authorizes municipalities to annex an area on the request of all property owners in an area, whereby the City has received a petition for annexation by the property owner for the tract of land described as depicted in Exhibit "B"; and

WHEREAS, in accordance with Texas Local Government Code, Chapter 43, Subchapter C-3, Section 43.0672, the City has negotiated and entered into a written

agreement dated March 11, 2025, with the owner of the Property regarding the provision of services to the Property upon annexation, of which the applicable annexation services agreement and schedule is attached hereto and incorporated herein as Exhibit "C," and

WHEREAS, the City Commission provided public notice and held public hearings on March 26, April 7, and April 16, 2025, for all interested persons to attend and be heard in accordance with Texas Local Government Code, Chapter 43, Subchapter C-3, § 43.0673; and

WHEREAS, at such hearings all interested persons were heard concerning the advisability of annexing such tracts of land; and

WHEREAS, the City Commission of the City of Harlingen, finds that the inclusion of such additional area will be of benefit to the City of Harlingen; now therefore

BE IT ORDAINED BY THE CITY OF HARLINGEN:

- Section 1.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Commission and made a part hereof for all purposes as findings of fact.
- Section 2.** The Property, lying outside of, but adjacent to and adjoining the City and located within the City's ETJ, is hereby annexed into the City, and the boundaries of the City are extended to include the Property within the corporate limits of the City. From and after the date of this ordinance, the Property shall be entitled to all the rights and privileges of the City and shall be bound by all the acts, ordinances, resolutions, and regulations of the City.
- Section 3.** The City finds annexation of the Property to be in the public interest due the Property promoting economic growth of the City.
- Section 4.** The annexation services agreement attached as Exhibit "C" is approved, and municipal services shall be provided to the Property in accordance therewith.
- Section 5.** The City Manager is hereby authorized and directed to take appropriate action to have the official map of the City revised to reflect the addition to the City's Corporate Limits and the City Secretary is directed to file a certified

copy of this Ordinance in the office of the County Clerk of Cameron County, Texas, and in the official records of the City.

Section 7. If for any reason any section, paragraph, subdivision, clause, phrase, word, or other provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word, or provision of this ordinance, for it is the definite intent of this Commission that every section, paragraph, subdivision, clause phrase, word, or provision hereof shall be given full force and effect for its purpose.

Section 8. This Ordinance will take effect upon its adoption by the City Commission in accordance with the provisions of Article V, Section 5 of the City Charter.

APPROVED ON FIRST READING on this ____ day of _____, 2025

APPROVED, PASSED, AND ADOPTED ON SECOND AND FINAL READING on this ____ day of _____, 2025

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Hermelinda Gonzales, Interim City Secretary

EXHIBIT "A"

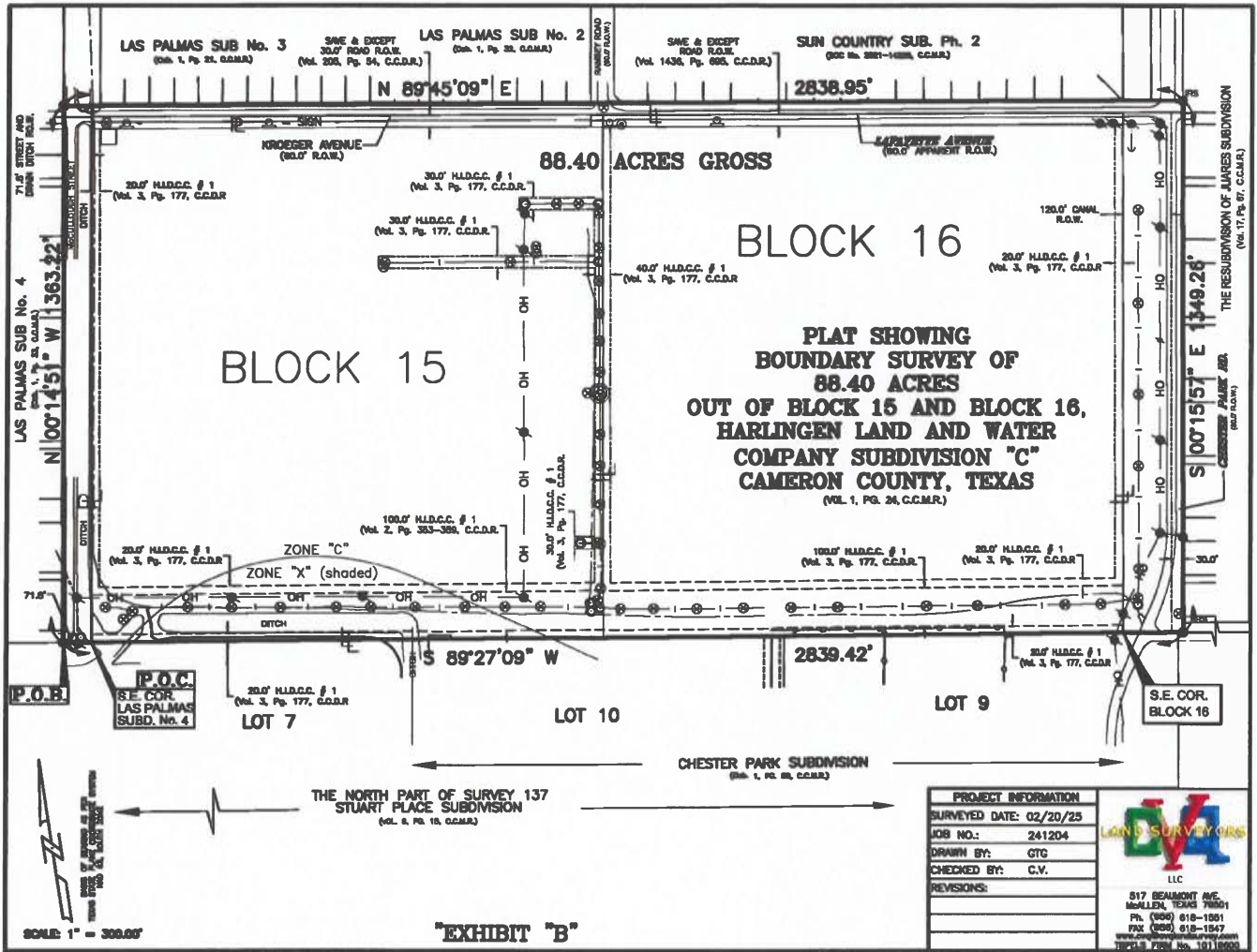


EXHIBIT "A"

EXHIBIT "A"

**METES AND BOUNDS DESCRIPTION
88.40 ACRES OF LAND
HARLINGEN LAND AND
WATER COMPANY SUBDIVISION
CAMERON COUNTY, TEXAS**



A tract of land containing 88.40 acres of land, situated in Cameron County, Texas, being part or portion of **BLOCK 15 AND 16 HARLINGEN LAND AND WATER COMPANY SUBDIVISION "C"** Cameron County, Texas, map reference: Volume 1, Page 24, Map Records, Cameron County, Texas, said 88.40 acres being part or portion of a tract of land deeded to Jonny Nurdin, recorded in Document Number 2022-32812 Deed Records, Cameron County, Texas and said 88.40 acres of land being more particularly described as follows;

COMENNCING on the south line of said Block 15 and the southeast corner of Las Palmas Subdivision No. 4, recorded in Cabinet 1, Page 33, Map Records, Cameron County, Texas, **THENCE S 89° 27' 09" W**, along the South line of said Las Palmas Subdivision No. 4, a distance of 71.80 feet to a point of intersection with the extension of the West right-of-way of McCullough Street for the southwest corner of this tract and the **POINT OF BEGINNING**:

THENCE N 00° 14' 51" W, along the west right-of-way line of said McCullough Street, a distance of 1363.22 feet to the north right-of-way line of Kroger Avenue, for the Northwest corner of this tract;

THENCE N 89° 45' 09" E, along the north right-of-way of said Kroger and the north right-of-way of Lafayette Avenue a distance a distance of 2838.95 feet to a point of intersection with the extended line of the east right-of-way line of Chester Park Road for the northeast corner of this tract.

THENCE S 00° 15' 57" E, along the east right-of-way line of said Chester Park Road, a distance of 1349.26 feet, to the south line of The Resubdivision of Juarez Subdivision, recorded in Volume 17, Page 67, C.C.M.R., for the Southeast corner of this tract;

THENCE S 89° 27' 09" W, along the South line of said Resubdivision of Juarez Subdivision and the south line of said Blocks 15 and 16, a distance of 2839.42 feet to the **POINT OF BEGINNING**, containing 88.40 acres of land, more or less.

EXHIBIT "B"

ANNEXATION SERVICE AGREEMENT

SECTION 1. Pursuant to the provisions of V.T.C.A., Local Government Code Section 43.0672, in connection to the voluntary annexation of a 88.40 acres of land out of a portion of Blocks 15 and 16, Harlingen Land and Water Company Subdivision "C", Cameron County, Texas, the owners(s) of the land in the area and the City of Harlingen ("City"), collectively referred to herein as the "Parties", hereby enter into this written Annexation Service Agreement as follows:

A. Services to be provided on the effective date of annexation unless otherwise specified.

1. Police Protection

Patrolling, radio response to calls and other routine police services using present personnel and equipment will be provided on the effective date of annexation. Patrol positions will be added when population warrants.

2. Fire Protection

Fire protection by the present personnel and equipment of the fire fighting force within the limitations of available water will be provided on the effective date of annexation.

3. Emergency Medical Services

Emergency medical services will be provided through contract services on the effective date of annexation.

4. Environmental Health and Code Compliance

Health protection including the elimination of weedy lots, illegal dumping, unsanitary septic systems, sources of standing water and other public nuisances will be provided on the effective date of annexation.

Regulation of animal and fowl density will be provided on the effective date of annexation.

5. Solid Waste Collection

Pick up will begin on the effective date of annexation at the same level of service and cost provided to other similar areas presently found within the City of Harlingen.

Brush collection will be on a periodic basis as established by the City Sanitation Department with an active utility account.

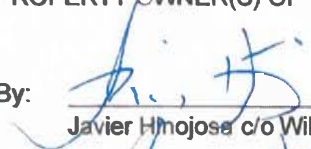
6. Operation and maintenance of public water and wastewater facilities
Routine maintenance of existing water and wastewater facilities owned by Harlingen Waterworks System that are not within the service area of another water or wastewater utility will begin on the effective date of annexation.
7. Operation and maintenance of public roads and streets
Routine maintenance of public roads and streets will begin on the effective date of annexation on the same basis as presently occurs in the city.
- B. If the city fails to zone the property as Planned Development ("PD") District after the rezoning public hearings are held, the city agrees to de-annex the property within three (3) months after the rezoning process is completed.
- C. The city agrees not to require the dedication of any additional right of way and to not require ten (10) feet of additional asphalt, with curb and gutter and sidewalks along the Lafayette/Kroger Avenues and McCullough Avenue boundaries during the subdivision process.

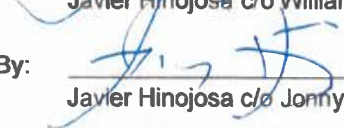
SIGNED this ____ day of ____, 2025.

CITY OF HARLINGEN

By: _____
Gabriel Gonzalez, CPM, City Manager

PROPERTY OWNER(S) OF THE PROPERTY DESCRIBED ABOVE

By:  _____
Javier Hinojosa c/o William Lewis Youngblood

By:  _____
Javier Hinojosa c/o Jonny Nurdin

**AGENDA ITEM
EXECUTIVE SUMMARY**

10(b)

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve an ordinance on first reading for a request to rezone from Residential, Single Family ("R-1") District to General Retail ("GR") District to 3.6780 acres out of Block 23, Briggs and Coleman Subdivision of Section 49, located on the south side of Montezuma approximately 2,395 feet west of 25th Street. Attachment **(Planning & Development)**

Prepared By: Soledad A. Núñez, CNU-A
Title: Interim Planning and Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- April 14, 2025 – Application for rezoning submitted to the City. **(ATTACHMENT I).**
- May 2, 2025 – In accordance with State and local law, notice of the required public hearing mailed to all property owners within a 200 feet radius of subject tract.
May 3, 2025 – In accordance with State and local law, notice of the required public hearings was published in the Valley Morning Star.
- May 14, 2025 - Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission (P&Z).
- May 21, 2025 – Public hearing and consideration of requested amendment of the PD site plan via 1st ordinance reading scheduled before the City Commission.
- June 4, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- Santiago Espinoza, the applicant and property owner is requesting to rezone the subject property from Residential, Single Family ("R-1") District to General Retail ("GR") District to allow a for a mixed use development of multi-family and commercial use. **(ATTACHMENT II).**
- The subject property is part of a larger tract that is also owned by the same property owner and is currently vacant and not subdivided. The developer is proposing to subdivide the property. The property has 327.56 feet of frontage on Montezuma Road and depth of 519 feet at its longest point. With the adjacent tract to the south, the property has 327 feet of frontage on Loop 499 and a combined depth of 821 feet at its longest point. Montezuma is a two lane 20-foot wide paved street without curb and gutter. Loop 499 is a four lane State Highway with curb and gutter. **(ATTACHMENT III AND IV).**
- The surrounding properties are zoned Residential, Single Family ("R-1") District to

the north, northeast, and west, and General Retail to the south and southeast. The surrounding land uses consist of vacant land in agriculture use to the north, south and west, and single family residential use and vacant land in agriculture use to the east. **(ATTACHMENT II and V).**

- The Future Land Use Plan (FLUP) component of the City of Harlingen Comprehensive Plan One Vision One Harlingen shows this area as mixed use. The request is consistent with the Future Land Use Plan and generally consistent with the surrounding zoning and land use. **(ATTACHMENT VI).**
- To the present, the Planning and Zoning Department has not received any opposition to the requested rezoning.

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*
amount for this purpose?

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☐ Yes ☐ No ☐ N/A

Attachment I

CITY OF HARLINGEN PLANNING AND DEVELOPMENT DEPARTMENT MASTER APPLICATION

PROPERTY INFORMATION: (Please PRINT or TYPE)

Project Address _____ Nearest Intersection 499 loop
 (Proposed) Subdivision Name _____ Lot _____ Block _____
 Existing Zoning Designation Dwelling Future Land Use Plan Designation Subdivision

OWNER/APPLICANT INFORMATION: (Please PRINT or TYPE)

Applicant/Authorized Agent Santiago Espinosa Phone (959) 545 1105 FAX _____
 Email Address (for project correspondence only): espmosanta@icloud.com
 Mailing Address 437 lancer lake City Brownsville State TX Zip 78521
 Property Owner Santiago Espinosa Phone _____ FAX _____
 Email Address (for project correspondence only): _____
 Mailing Address _____ City _____ State _____ Zip _____

Select appropriate process for which approval is sought. Attach completed checklists with this application.

- | | |
|---|---|
| ☐ Annexation Request <u>No Fee</u> | ☐ Preliminary Construction Plans and Final Plat.....\$150.00 |
| ☐ Administrative Appeal (ZBA).....\$125.00 | ☐ Minor Plat.....\$100.00 |
| ☐ Comp. Plan Amendment Request...\$250.00 | ☐ Re-Plat.....\$250.00 |
| ☒ Re-zoning Request.....\$250.00 | ☐ Vacating Plat.....\$250.00 |
| ☐ SUP Request/Renewal.....\$250.00 | ☐ Development Plat.....\$50.00 |
| ☐ Zoning Variance Request (ZBA).....\$250.00 | ☐ Subdivision Variance Request\$25.00 (each) |
| ☐ PDD Request.....\$250.00 | ☐ Right-of-Way / Utility Easement Abandonment..... No Fee |
| ☐ License to Encroach.....\$250.00 | |

Please provide a basic description of the proposed project:

General Retail
Warehouses or Commercial subdivision
Briggs-Coleman Subd. 3.6780 Acres B1K23

I hereby certify that I am the owner and/or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect the permit or approval may be revoked.

Applicant's Signature: Santiago Espinosa Date: 4-14-25

Property Owner(s) Signature: Santiago Espinosa Date: 4-14-25

Accepted by: _____ Date: _____

Attachment I

RE-ZONING REQUEST SUBMITTAL CHECKLIST

Please submit the following items along with the completed master application and appropriate fees. The project cannot be scheduled for consideration unless all items are marked complete. Citations come from the Zoning Ordinance.

Complete

A metes and bounds description or survey plat of the tract(s) in which the re-zoning is requested.

A written statement describing the proposed use(s) of the subject property (can be provided on Master Application).

Any other information (elevation drawings, pictures, etc.) in support of the subject request.

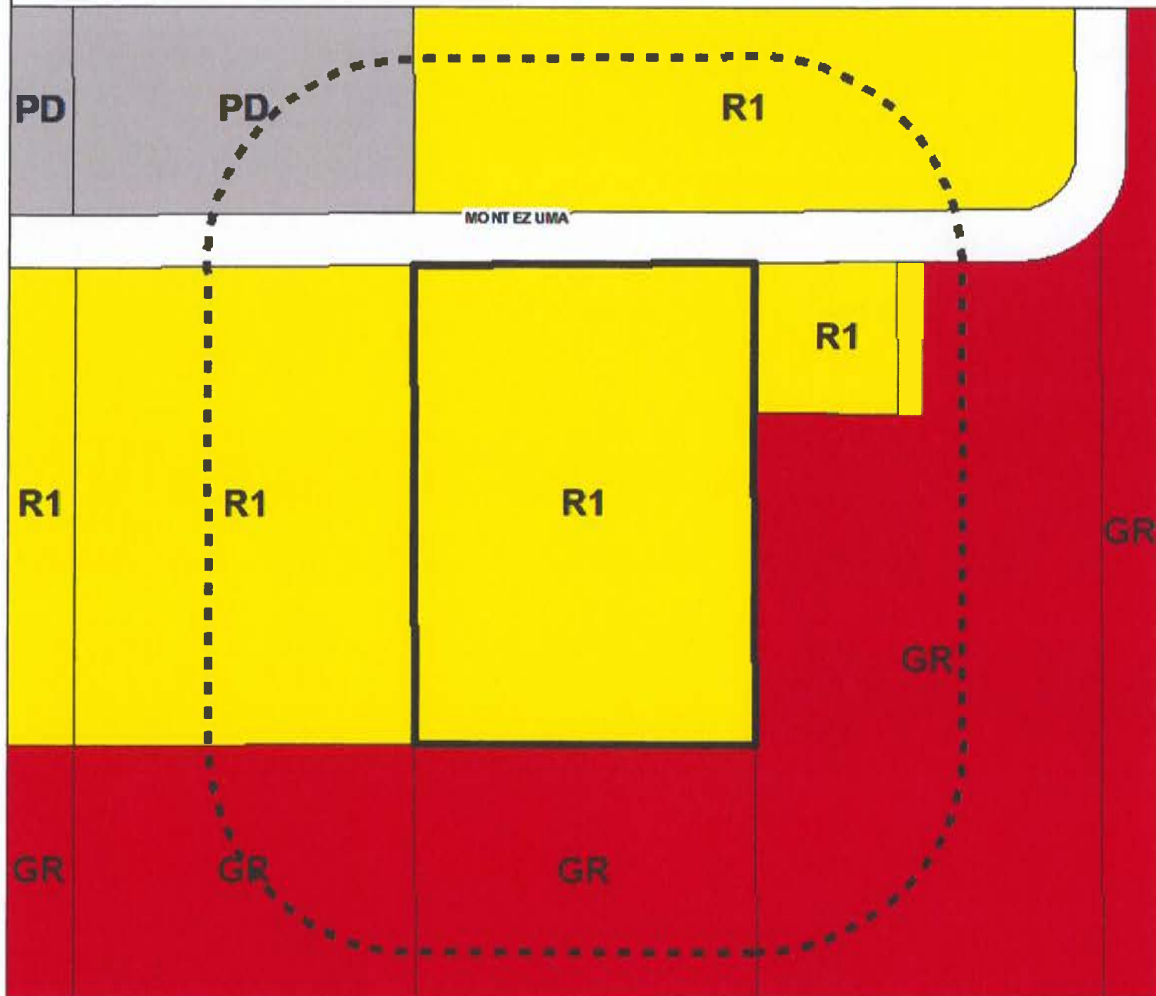
- I understand that I am requesting an amendment to the City's Zoning Ordinance and it will not be scheduled for Planning and Zoning Commission review unless all items on this list are completed.
- I understand that in accordance State law and the Zoning Ordinance, no later than ten (10) days prior to consideration by the Planning and Zoning Commission:
 - A notice will be published in the Valley Morning Star describing the request and the date, time, and location of the public hearing; and
 - Notices will be mailed to all property owners within 200 feet of the tract describing the request and the date, time, and location of the public hearing.
- I understand that while all requirements for the submittal of a re-zoning request may be complete, the City Commission is the sole authority for the consideration and approval or denial of the request.

Owner: SANTIAGO ESPINOSA Date: April 14, 2025
Owner Address: 437 Lancer Lake Brownsville TX 78521
Phone/Fax: (956) 545-1105
Signature: Santiago Espinosa

Attachment II



Request to rezone from Residential, Single-Family ("R-1") District to General Retail ("GR") District for a property located on the South side of Montezuma Road, bearing a legal description of 3.6780 acres out of Block 23, Briggs-Coleman Subdivision. Applicant: Santiago Espinoza



Boundary lines

- Harlingen city limits shp
- 200' Notification Boundary
- Subject Property

Zoning Designations

- | | | |
|--|---|---|
| General Retail (GR) | Multi Family Residential (M2) | Office (O) |
| Heavy Industry (HI) | Mobile Home Residential (MH) | Planned Development (PD) |
| Light Industry (LI) | Not-Designated (N) | Single Family Residential (R1) |
| 3/4 Plex Residential (M1) | Neighborhood Services (NS) | Duplex Residential (R2) |
| | | Residential Patio Home (RPH) |

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Attachment III

View from the North on
Montezuma Road



Attachment IV

View from the South on Loop
499



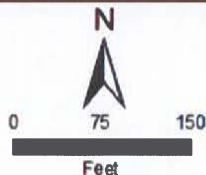
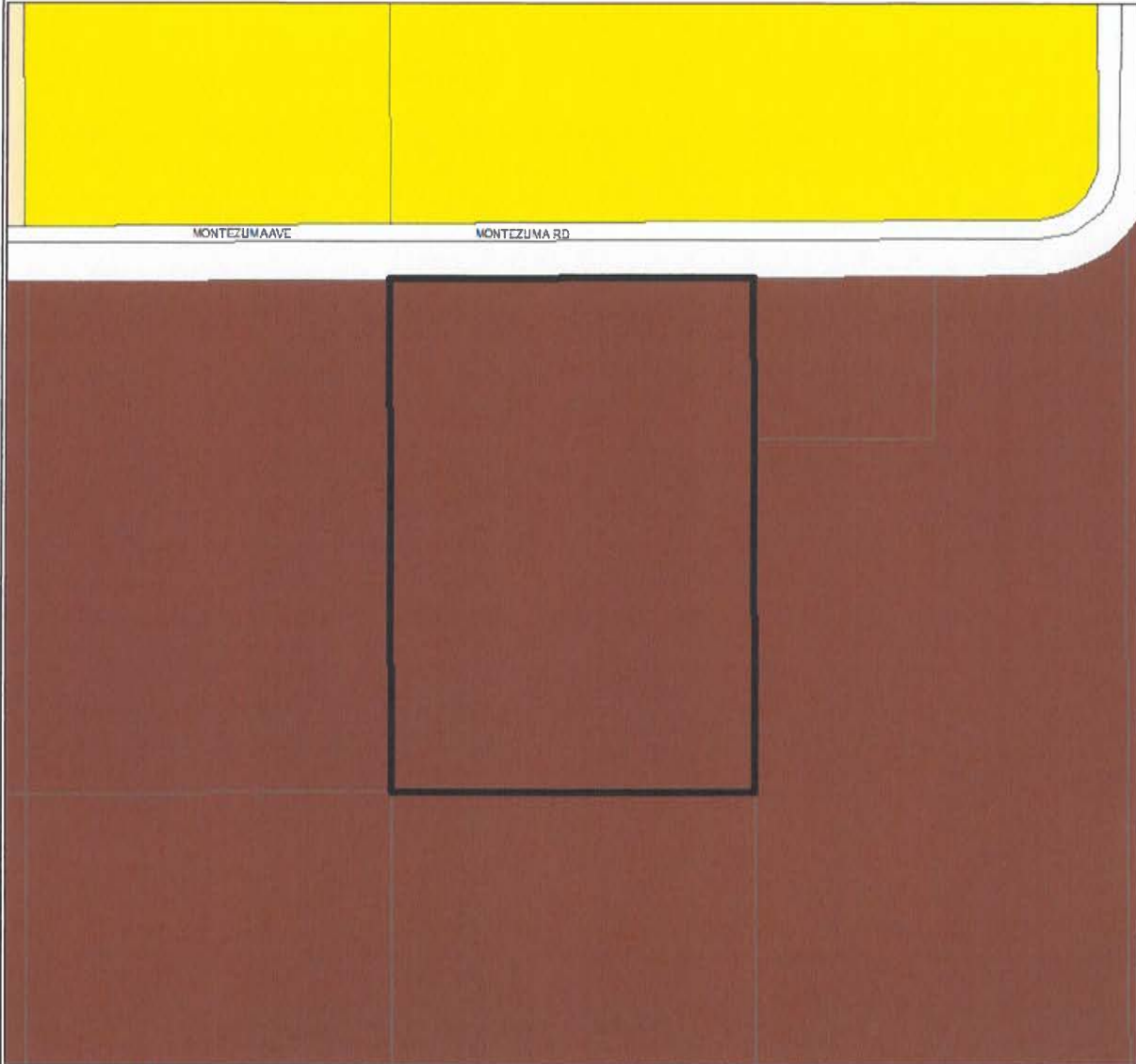
Attachment V





Future Land Use Map

A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



Feet

Boundary Lines
 Harlingen City Limits
 Subject Property

Future Land Use

Agricultural/Rural Residential	Institutional	Recreational/Open Space
Employment Center	Low Density Residential	Retail-Regional
High Density Residential	Medium Density Residential	Retail/Commercial/Office
Industrial	Mixed Use	

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ORDINANCE NO. 25_____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM RESIDENTIAL, SINGLE FAMILY ("R-1") DISTRICT TO GENERAL RETAIL ("GR") DISTRICT FOR 3.6780 ACRES OUT OF BLOCK 23, BRIGGS AND COLEMAN SUBDIVISION OF SECTION 49, LOCATED ON THE SOUTH SIDE OF MONTEZUMA ROAD, APPROXIMATELY 2,395 FEET WEST OF 25TH STREET; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING

WHEREAS, the Planning and Zoning Commission of the City of Harlingen pursuant to Harlingen's Zoning Ordinance procedure, has recommended a change in the zoning classification for certain described real property in the City of Harlingen; and it is deemed to be in the best interest of the City of Harlingen in accordance with said recommendation of the Planning and Zoning Commission of the City, being the recommendation as hereinafter set forth; and public notice of such proposed rezoning having been fully made and complied with as required by said Zoning Ordinance and applicable laws of the State of Texas; and the City Commission of the City of Harlingen having held public hearings with reference thereto, being duly and thoroughly heard; and after consideration of the evidence presented, said City Commission is of the opinion that it is in the best interest of the City of Harlingen that said Code of Ordinances be amended as indicated, now, therefore,

BE IT ORDAINED BY THE CITY OF HARLINGEN

That the Code of Ordinances of the City of Harlingen (Ordinance 16-8) be and the same is herewith amended by the following described property being changed for permissive zone use as indicated:

Rezoning from Residential, Single Family ("R-1") District to General Retail ("GR") District for 3.6780 acres out of Block 23, Briggs and Coleman Subdivision of Section 49, located on the south side of Montezuma Road, approximately 2,395 feet west of 25th Street, as shown on Exhibit "A."

A copy of the Zoning Map constituting a part and parcel of the Code of Ordinances, as filed with the Building Inspection Inspector and for the joint use and information of the Planning and Zoning Commission shall, upon final enactment hereof, be and the same is herewith amended and revised to reflect that the above described property is zoned for land use purposes as above indicated by the boundaries thereof being outlined in pronounced heavy line markings and such heavy line marking boundary enclosure being indicated within by the appropriate initials for that portion herewith zoned for particular land uses; with the Planning and Development Director being herewith instructed and authorized to document such Zoning Map changes and revisions.

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this _____ day of _____, 2025 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

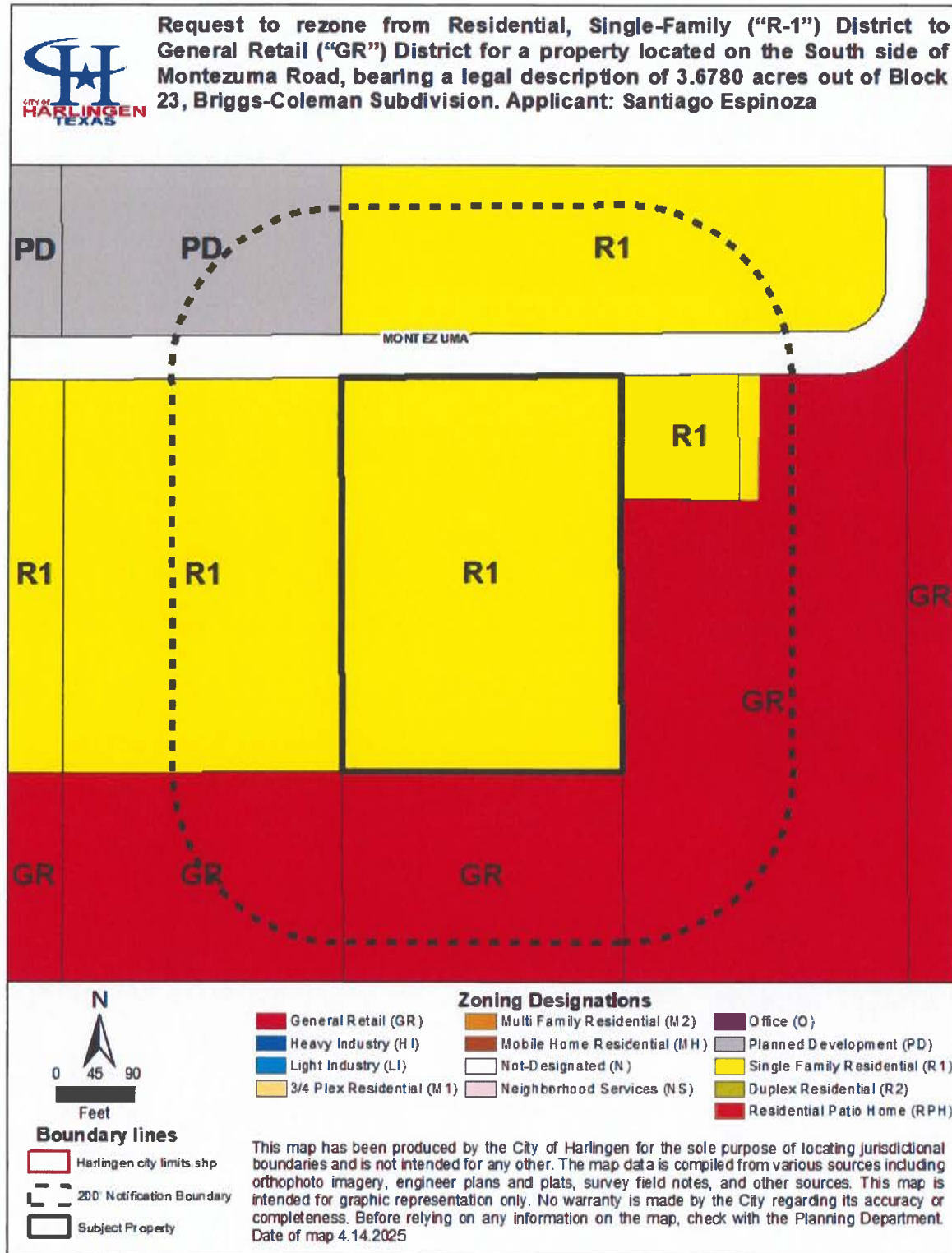
CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Hermelinda Gonzalez, Interim City Secretary

EXHIBIT "A"



**AGENDA ITEM
EXECUTIVE SUMMARY**

10(c)

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve an ordinance on first reading for a request to rezone from Residential, Multi-Family ("M-2") District to General Retail ("GR") District for 7.52 acres of land, bearing a legal description of Lot 1, Block 1, Windsong Subdivision, located south of Lincoln Avenue, approximately 910 feet east of S. Palm Court Drive. Applicant: Tycen Hanna c/o Riverstone Crossing, LLC. Attachment **(Planning & Development)**

Prepared By: Soledad A. Núñez, CNU-A
Title: Interim Planning and Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- April 21, 2025 – Application for rezoning submitted to the City. **(ATTACHMENT I).**
- May 2, 2025 – In accordance with State and local law, notice of the required public hearing mailed to all property owners within a 200 feet radius of subject tract.
- May 3, 2025 – In accordance with State and local law, notice of the required public hearings was published in the Valley Morning Star.
- May 14, 2025 - Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission (P&Z).
- May 21, 2025 – Public hearing and consideration of requested amendment of the PD site plan via 1st ordinance reading scheduled before the City Commission.
- June 4, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- Tycen Hanna, the applicant and property owner is requesting to rezone the subject property from Residential, Multi-Family ("M-2") District to General Retail ("GR") District to allow for reduced setbacks for a multi-family condo style development. **(ATTACHMENT II).**
- The subject property has 50.00 feet of frontage on Lincoln Avenue, 50.00 feet of frontage on S. Palm Court Blvd. and a depth of 629.00 feet at its longest point. Lincoln Avenue is 48 feet wide paved road with curb and gutter and S. Palm Court Drive is paved 23 feet wide with asphalt. **(ATTACHMENT III AND IV).**
- The surrounding properties are zoned Residential, Single Family ("R-1") District to the north, northeast, and west, and General Retail to the south and southeast. The surrounding land use consists of vacant land in agriculture use to the north, south and west, and single-family residential use and vacant land in agriculture

use to the east. **(ATTACHMENT II and V).**

- The Future Land Use Plan (FLUP) component of the City of Harlingen Comprehensive Plan One Vision One Harlingen shows this area as regional-retail use. The request is consistent with the Future Land Use Plan and generally consistent with the surrounding zoning and land use. **(ATTACHMENT VI).**
- To the present, the Planning and Zoning Department has not received any opposition to the requested rezoning.

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval:  ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:  ☒ Yes ☐ No ☐ N/A

Attachment I

CITY OF HARLINGEN PLANNING AND ZONING DIVISION MASTER APPLICATION

PROPERTY INFORMATION: (Please PRINT or TYPE)Project Address Lot One (1), Block One (1), Windsong Subdivision Nearest Intersection Attached on the nearest intersection(Proposed) Subdivision Name Windsong Subdivision Lot 1 Block 1Existing Zoning Designation Multi-Family Future Land Use Plan Designation General Retail**OWNER/APPLICANT INFORMATION: (Please PRINT or TYPE)**Applicant/Authorized Agent Tycen Hanna Phone +1 785 383 7423 FAX _____Email Address (for project correspondence only): tycenhanna@eliterealestateinvestmentsllc.comMailing Address 1606 Headway Cir Ste City Austin State Texas Zip 78574Property Owner Riverstone Crossing LLC Phone 956-423-1021 FAX 956-423-1256Email Address (for project correspondence only): lawoffice500@aol.comMailing Address Bence and Associates, 1014 E. Tyler, Ste. A City Harlingen State Texas Zip 78550**Select appropriate process for which approval is sought. Attach completed checklists with this application.**☐ Annexation Request.....No Fee☐ Administrative Appeal (ZBA).....\$125.00☐ Comp. Plan Amendment Request...\$250.00☒ Re-zoning Request.....\$250.00☐ SUP Request/Renewal.....\$250.00☐ Zoning Variance Request (ZBA).....\$250.00☐ PDD Request.....\$250.00☐ Preliminary Construction Plans/Final Plat.....\$150.00☐ Subdivision Variance Request.....\$25.00 (each)☐ Re-plat.....\$250.00☐ Vacating Plat.....\$50.00☐ License to Encroach.....\$250.00☐ Right-of-Way/Utility Easement Abandonment...No Fee

Please provide a basic description of the proposed project: _____

I hereby certify that I am the owner and/or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect the permit or approval may be revoked.

Applicant's Signature: _____

Date: 4/21/25

Property Owner(s) Signature: _____

Date: 4/21/25

Accepted by: _____

Date: _____

Attachment I

RE-ZONING REQUEST SUBMITTAL CHECKLIST

Please submit the following items along with the completed master application and appropriate fees. The project cannot be scheduled for consideration unless all items are marked complete. Citations come from the Zoning Ordinance.

Complete

- ☐ A metes and bounds description or survey plat of the tract(s) in which the re-zoning is requested.
 - ☐ A written statement describing the proposed use(s) of the subject property (can be provided on Master Application).
 - ☐ Any other information (elevation drawings, pictures, etc.) in support of the subject request.
-
- I understand that I am requesting an amendment to the City's Zoning Ordinance and it will not be scheduled for Planning and Zoning Commission review unless all items on this list are completed.
 - I understand that in accordance State law and the Zoning Ordinance, no later than ten (10) days prior to consideration by the Planning and Zoning Commission:
 - A notice will be published in the Valley Morning Star describing the request and the date, time, and location of the public hearing; and
 - Notices will be mailed to all property owners within 200 feet of the tract describing the request and the date, time, and location of the public hearing.
 - I understand that while all requirements for the submittal of a re-zoning request may be complete, the City Commission is the sole authority for the consideration and approval or denial of the request.

Owner: Tycen Hanna Date _____

Owner Address: Lot One (1), Block One (1), Windsong Subdivision, an addition to the City of Harlingen,
according to recorded plat in Cabinet 1, Page 1891A, Map Records, Cameron County, Texas

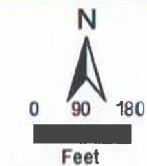
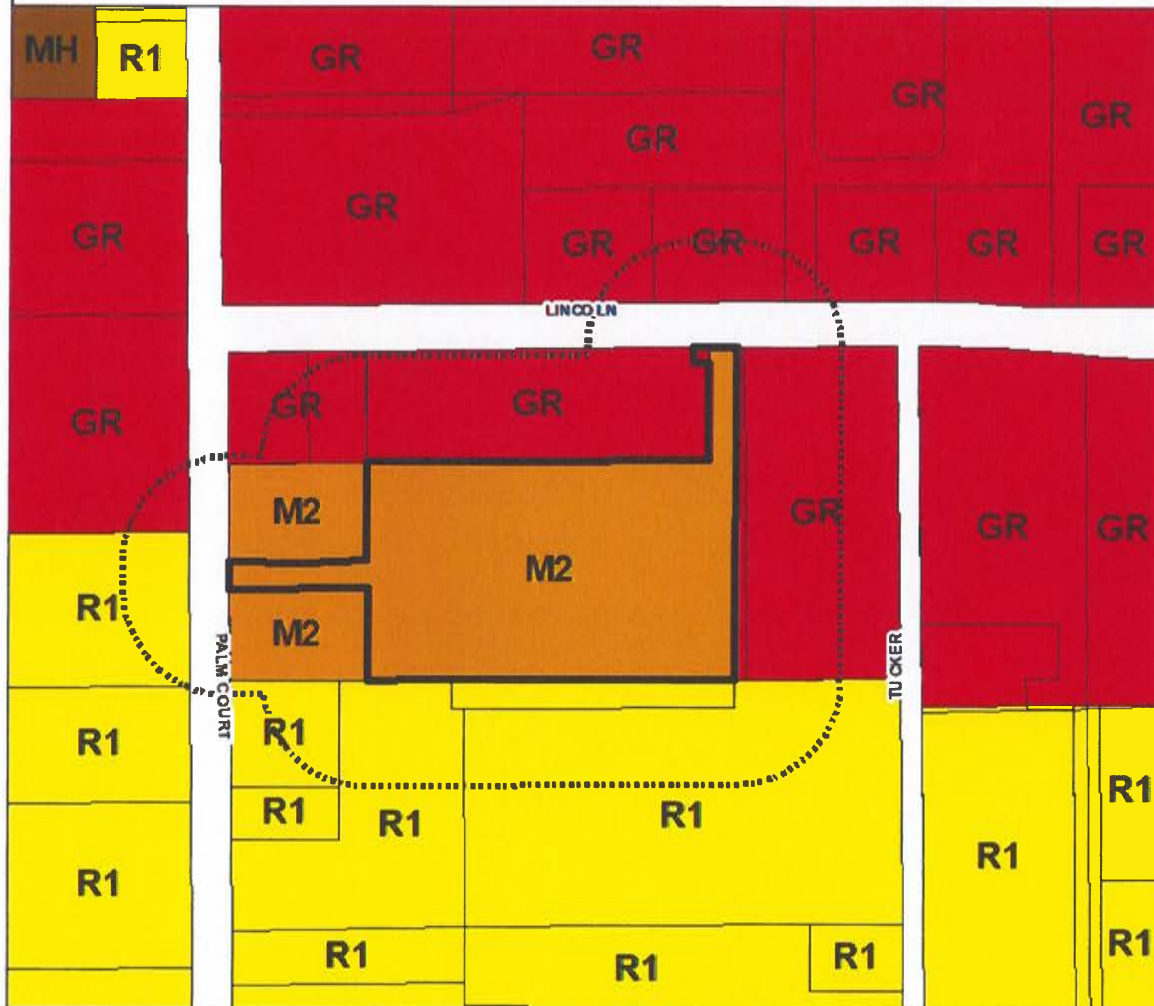
Phone/Fax: +1 785 383 7423

Signature:  _____

Attachment II



Request to rezone from Residential, Multi-Family ("M-2") District to General Retail ("GR") District for 7.52 acres of land, bearing a legal description of Lot 1, Block 1, Windsong Subdivision, located south of Lincoln Avenue and east of S. Palm Court Drive. Applicant: Tycen Hanna c/o Riverstone Crossing, LLC



Boundary lines

- Harlingen city limits shp
- 200' Notification Boundary
- Subject Property

Zoning Designations

- | | | |
|--|---|--|
| General Retail (GR) | Multi Family Residential (M2) | Office (O) |
| Heavy Industry (HI) | Mobile Home Residential (MH) | Planned Development (PD) |
| Light Industry (LI) | Not-Designated (N) | Single Family Residential (R1) |
| 3/4 Plex Residential (M1) | Neighborhood Services (NS) | Duplex Residential (R2) |
| | | Residential Patio Home (RPH) |

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Attachment III

View from Lincoln
Avenue



Attachment IV

View from S. Palm Court Drive



Attachment V





Future Land Use Map

A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



Boundary Lines

- Harlingen City Limits
- Subject Property

Future Land Use

- | | | |
|--|--|--|
| Agricultural/Rural Residential | Institutional | Recreational/Open Space |
| Employment Center | Low Density Residential | Retail/Regional |
| High Density Residential | Medium Density Residential | Retail/Commercial/Office |
| Industrial | Mixed Use | |

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ORDINANCE NO. 25 _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: REZONING FROM RESIDENTIAL, MULTI-FAMILY ("M2") DISTRICT TO GENERAL RETAIL ("GR") DISTRICT FOR 7.52 ACRES, LOT 1, BLOCK 1, WINDSONG SUBDIVISION, LOCATED ON THE SOUTH SIDE OF WEST LINCOLN AVENUE, APPROXIMATELY 910 FEET EAST OF S. PALM COURT DRIV; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING

WHEREAS, the Planning and Zoning Commission of the City of Harlingen pursuant to Harlingen's Zoning Ordinance procedure, has recommended a change in the zoning classification for certain described real property in the City of Harlingen; and it is deemed to be in the best interest of the City of Harlingen in accordance with said recommendation of the Planning and Zoning Commission of the City, being the recommendation as hereinafter set forth; and public notice of such proposed rezoning having been fully made and complied with as required by said Zoning Ordinance and applicable laws of the State of Texas; and the City Commission of the City of Harlingen having held public hearings with reference thereto, being duly and thoroughly heard; and after consideration of the evidence presented, said City Commission is of the opinion that it is in the best interest of the City of Harlingen that said Code of Ordinances be amended as indicated, now, therefore,

BE IT ORDAINED BY THE CITY OF HARLINGEN

That the Code of Ordinances of the City of Harlingen (Ordinance 16-8) be and the same is herewith amended by the following described property being changed for permissive zone use as indicated:

Rezoning from Residential, Single Family ("R-1") District to General Retail ("GR") District for 3.6780 acres out of Block 23, Briggs and Coleman Subdivision of Section 49, located on the south side of Montezuma Road, approximately 2,395 feet west of 25th Street, as shown on Exhibit "A."

A copy of the Zoning Map constituting a part and parcel of the Code of Ordinances, as filed with the Building Inspection Inspector and for the joint use and information of the Planning and Zoning Commission shall, upon final enactment hereof, be and the same is herewith amended and revised to reflect that the above described property is zoned for land use purposes as above indicated by the boundaries thereof being outlined in pronounced heavy line markings and such heavy line marking boundary enclosure being indicated within by the appropriate initials for that portion herewith zoned for particular land uses; with the Planning and Development Director being herewith instructed and authorized to document such Zoning Map changes and revisions.

The provisions of this ordinance shall become effective from and after the final and lawful passage hereof and publication of the caption hereof as provided for and required in the Code of Ordinances and applicable state statutes.

FINALLY ENACTED this _____ day of _____, 2025 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF HARLINGEN

Norma Sepulveda, Mayor

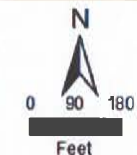
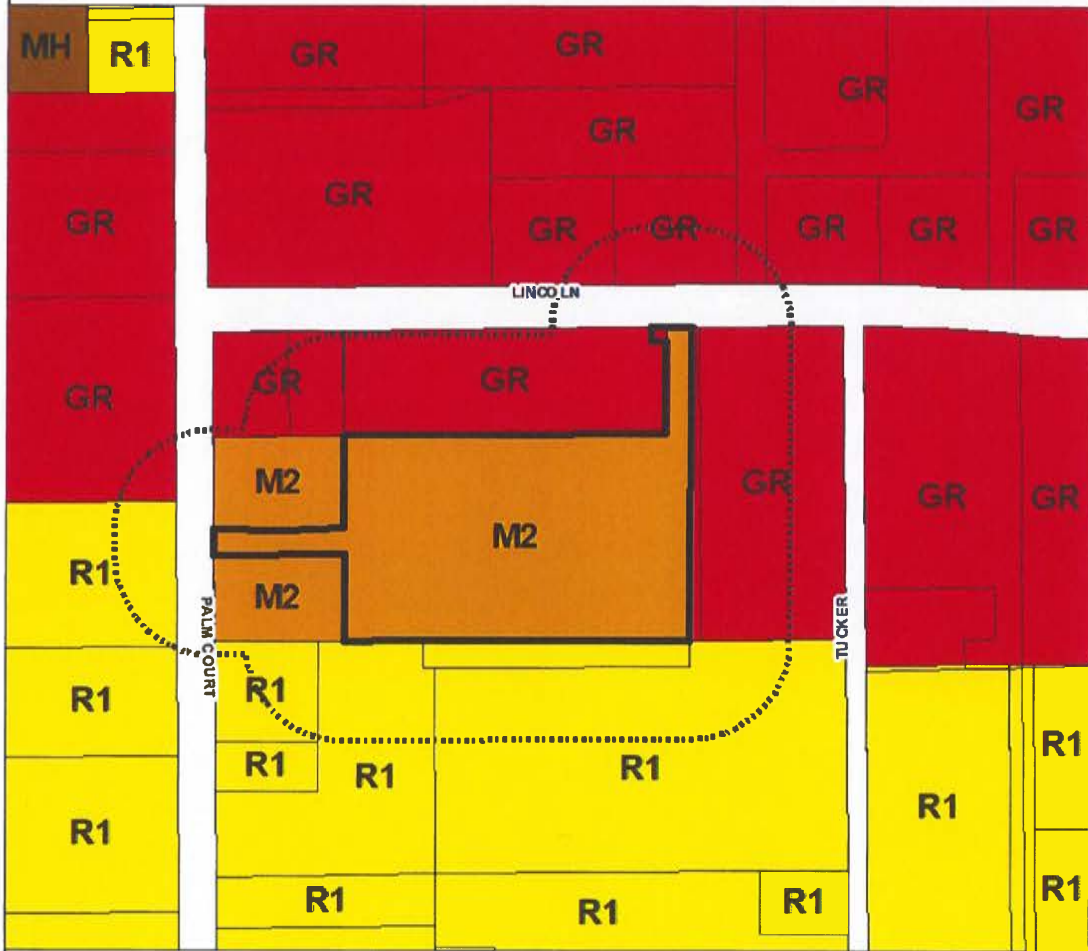
ATTEST:

Hermelinda Gonzalez, Interim City Secretary

EXHIBIT "A"



Request to rezone from Residential, Multi-Family ("M-2") District to General Retail ("GR") District for 7.52 acres of land, bearing a legal description of Lot 1, Block 1, Windsong Subdivision, located south of Lincoln Avenue and east of S. Palm Court Drive. Applicant: Tycen Hanna c/o Riverstone Crossing, LLC



Boundary lines

- Harlingen city limits.shp
- 200' Notification Boundary
- Subject Property

Zoning Designations

- | | | |
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| Heavy Industry (HI) | Mobile Home Residential (MH) | Planned Development (PD) |
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10(d)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve an ordinance on first reading for a Special Use Permit ("SUP") request to allow a Community Residential Facility in a General Retail ("GR") District on a property bearing a legal description of 5.9236 acres out of 8.6170 acres out of Block 55, David & Stephenson Subdivision, located on the southeast corner of Breedlove Street and North Loop 499. Applicant: Alan Ozuna. Attachment (**Planning & Development**)

Prepared By: Soledad A. Núñez, CNU-A
Title: Interim Planning & Development Director
Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- April 14, 2025 – Application for Special Use Permit ("SUP") submitted to the City. (**ATTACHMENT I**)
- April 23, 2025 – In accordance with State and local law, notice of required public hearings mailed to all property owners within 200 feet of subject tract.
- April 26, 2025 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- May 14, 2025 - Public hearing and consideration of requested Special Use Permit by the Planning and Zoning Commission (P&Z).
- May 21, 2025 – Public hearing and consideration of requested SUP via 1st ordinance reading scheduled before the City Commission.
- June 4, 2025 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- Per the Code of Ordinances, a Community Residential Facility in a General Retail ("GR") District requires the approval of a Special Use Permit (SUP) by the City Commission.
- Alan Ozuna, the applicant, is requesting a special use permit to allow a Community Residential Facility, as part of the Tropical Texas Behavioral Health system. (**ATTACHMENT II AND III**)
- Based on the site plan and information submitted by the applicant, the applicant is proposing to operate Sunday through Saturday and hours are varied depending on the type of services being offered. The facility will be multiple home-like buildings and services being offered will be Support Services, Substance Use Services, Diversion Center, and Veteran's Services for Tropical Texas Behavioral Health. 125 parking spaces would be required, the current site plan shows 131 parking spaces. (**ATTACHMENT II – IV**)
- The Veteran Services proposed are for current and past defenders of our country and their families. Provided by Veterans to Veterans, it is a place to meet and socialize, share in group support, take part in recreational and social activities for

service members and their families. Military Peers teach healthy mental health habits, employment skills and independent living. They also provide links to emergency assistance with utilities, rental support, food and other community resources. Services are to enhance the quality of life of those who serve/served our country and their first line of support, their families.

- The Diversion/Respite Services provides programs for linkage to care for eligible individuals who are not appropriate for jail, the emergency room, or psychiatric hospitalization - but who need help connecting to services. They receive appropriate treatment and support services needed to prevent deterioration. Individuals receive immediate mental health assessments; crisis support and connections to ongoing treatment and support services. Respite services provide individuals experiencing a behavioral health crisis to receive short term support in a home-like environment. These services also support the family caregiver by providing a temporary break to attend to their own well-being. Individuals would be in Diversion services for less than 24 hours in duration, and Respite services will vary upon individual needs but typically will be residential in nature and last less than two weeks.
- The Substance Use Services are for Adolescent or adult (funding dependent) comprehensive residential substance abuse services provided. The program offers a range of services, including individual, group, and family counseling sessions, as well as community-integrated services such as support from Alcoholics Anonymous and Narcotics Anonymous groups following a daily structured schedule. Services are provided by a multidisciplinary team consisting of Licensed Chemical Dependency Counselors (LCDCs), Certified Medical Assistant, Residential Advisors. The program length is 90 days or less. Based on the services being provided, a maximum of three rooms in the diversion/respite services facility would be allowed for overnight stay.
- Support Services are for office support activities such as Utilization Management, Quality Assurance, Human Resources, etc.
- Surrounding properties are zoned General Retail ("GR") District to the south, east, and west, and to the north is County. The surrounding land uses are multi-family dwellings to the north, a Dollar General to the east, vacant land to the west and Tropical Texas Behavioral Health, Kingdom Hall of Jehovah's Witnesses, and Harlingen Fire Station No. 3 to the south. **(ATTACHMENTS V-VII).**
- The City of Harlingen Building Inspections Division, Fire Prevention Bureau, Health and Police Departments reviewed the SUP application. The departments reported no objection to the proposed request subject to adhering to the Harlingen Code of Ordinances and procedures administered by each department **(ATTACHMENTS VIII-XI).**
- The applicant must obtain and maintain the proper State and City permits.
- Currently, no opposition to the requested Special Use Permit has been received by the Planning & Zoning Department.
- In accordance with the zoning ordinance, the P&Z and City Commission may impose requirements and conditions of approval as are needed to ensure that a use requested by a SUP is compatible and complementary to adjacent properties.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose?	☐	Yes	☐	No*
*If no, specify source of funding and amount requested:				
Finance Director's approval:	☐	Yes	☐	No ☐ N/A
Staff Recommendation:				
Staff recommends approval of the Special Use Permit subject to the following conditions:				
1. Complying with the requirements administered by Planning and Zoning, Building Inspections and Fire Prevention Departments. 2. Providing and maintaining the required parking in accordance with City Regulations. 3. Only three rooms within the diversion/respice services facility would be allowed for overnight stay; and 4. The applicant must obtain and maintain the proper State and City permits.				
City Manager's approval:		☒	Yes	☐ No ☐ N/A
Comments:				
City Attorney's approval:		☐	Yes	☐ No ☐ N/A

Attachment I

CITY OF HARLINGEN PLANNING AND DEVELOPMENT DEPARTMENT MASTER APPLICATION

PROPERTY INFORMATION: (Please PRINT or TYPE)

Project Address _____ Nearest Intersection Loop 499 and Breedlove Street
(Proposed) Subdivision Name David & Stephenson Subdivision, 5.9236 ac out of 8.617 ac Lot _____ Block 55
Existing Zoning Designation GR Future Land Use Plan Designation _____

OWNER/APPLICANT INFORMATION: (Please PRINT or TYPE)

Applicant/Authorized Agent Alan Ozuna Phone 210 317-4308 FAX 956 622-3534
Email Address (for project correspondence only): atozunalaw@gmail.com
Mailing Address 27837 McLelland Dr City Harlingen State TX Zip 78552
Property Owner Ray Gonzalez Homes LLC Phone 956 373-2320 FAX _____
Email Address (for project correspondence only): _____
Mailing Address 23923 Hillcrest Circle City Harlingen State TX Zip 78552

Select appropriate process for which approval is sought. Attach completed checklists with this application.

- | | |
|--|---|
| ☐ Annexation Request..... <u>No Fee</u> | ☐ Preliminary Construction Plans and Final Plat..... <u>\$150.00</u> |
| ☐ Administrative Appeal (ZBA)..... <u>\$125.00</u> | ☐ Minor Plat..... <u>\$100.00</u> |
| ☐ Comp. Plan Amendment Request... <u>\$250.00</u> | ☐ Re-Plat..... <u>\$250.00</u> |
| ☐ Re-zoning Request..... <u>\$250.00</u> | ☐ Vacating Plat..... <u>\$250.00</u> |
| ☒ SUP Request/Renewal..... <u>\$250.00</u> | ☐ Development Plat..... <u>\$50.00</u> |
| ☐ Zoning Variance Request (ZBA)..... <u>\$250.00</u> | ☐ Subdivision Variance Request..... <u>\$25.00 (each)</u> |
| ☐ PDD Request..... <u>\$250.00</u> | ☐ Right-of-Way / Utility Easement Abandonment..... <u>No Fee</u> |
| ☐ License to Encroach..... <u>\$250.00</u> | |

Please provide a basic description of the proposed project: Project will be multiple home-like buildings to include youth and family support services, a drop-in center, veterans services, transitional/supportive housing, adult respite center, residential substance use disorder services, related administrative/staff support offices

I hereby certify that I am the owner and/or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect the permit or approval may be revoked.

Applicant's Signature:  Date: 4-14-2025

Property Owner(s) Signature: _____ Date: _____

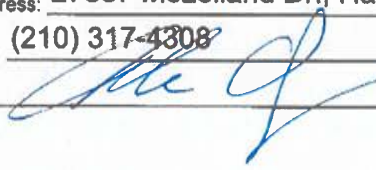
Accepted by: _____ Date: _____

**PLANNED DEVELOPMENT DISTRICT (PDD) REQUEST
SPECIFIC USE PERMIT (SUP) REQUEST
SUBMITTAL CHECKLIST**

Please submit the following items along with the completed master application and appropriate fees. The project cannot be scheduled for consideration unless all items are marked complete. Citations come from the Zoning Ordinance.

Complete

- ☐ One (1) copy of a comprehensive site plan showing the proposed development of the property. The site plan shall consist of the following items, as applicable:
 - o Existing/proposed building footprints and building heights (or buildable areas for single and two-family residential); and
 - o Locations of proposed uses; and
 - o Ingress and egress to/from property;
 - o Existing/proposed streets in compliance with the City of Harlingen Long Range Thoroughfare Plan; and
 - o Existing/proposed sidewalks; and
 - o Existing/proposed utilities; and
 - o Existing/proposed drainage; and
 - o Existing/proposed parking spaces.
 - ☐ A written statement describing the proposed use(s) of the subject property.
 - ☐ Any other information (elevation drawings, pictures, etc.) in support of the subject request.
-
- I understand that I am requesting an amendment to the City's Zoning Ordinance and it will not be scheduled for Planning and Zoning Commission review unless all items on this list are completed.
 - I understand that in accordance State law and the Zoning Ordinance, no later than ten (10) days prior to consideration by the Planning and Zoning Commission:
 - o A notice will be published in the Valley Morning Star describing the request and the date, time, and location of the public hearing; and
 - o Notices will be mailed to all property owners within 200 feet of the tract describing the request and the date, time, and location of the public hearing.
 - I understand that while all requirements for the submittal of a PDD or SUP request may be complete, the City Commission is the sole authority for the consideration and approval or denial of the request.
 - I understand that the purpose of a PDD or SUP is to allow for development not otherwise authorized in the Zoning Ordinance. Hence, the Planning and Zoning Commission and/or City Commission may impose development standards important to the health, safety, welfare, and protection of the proposed development and the adjacent property and its occupants.

Owner: Alan T. Ozuna Date 4-14-2025
Owner Address: 27837 McLelland Dr., Harlingen, Texas 78552
Phone/Fax: (210) 317-4308
Signature: 

Attachment II

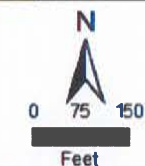
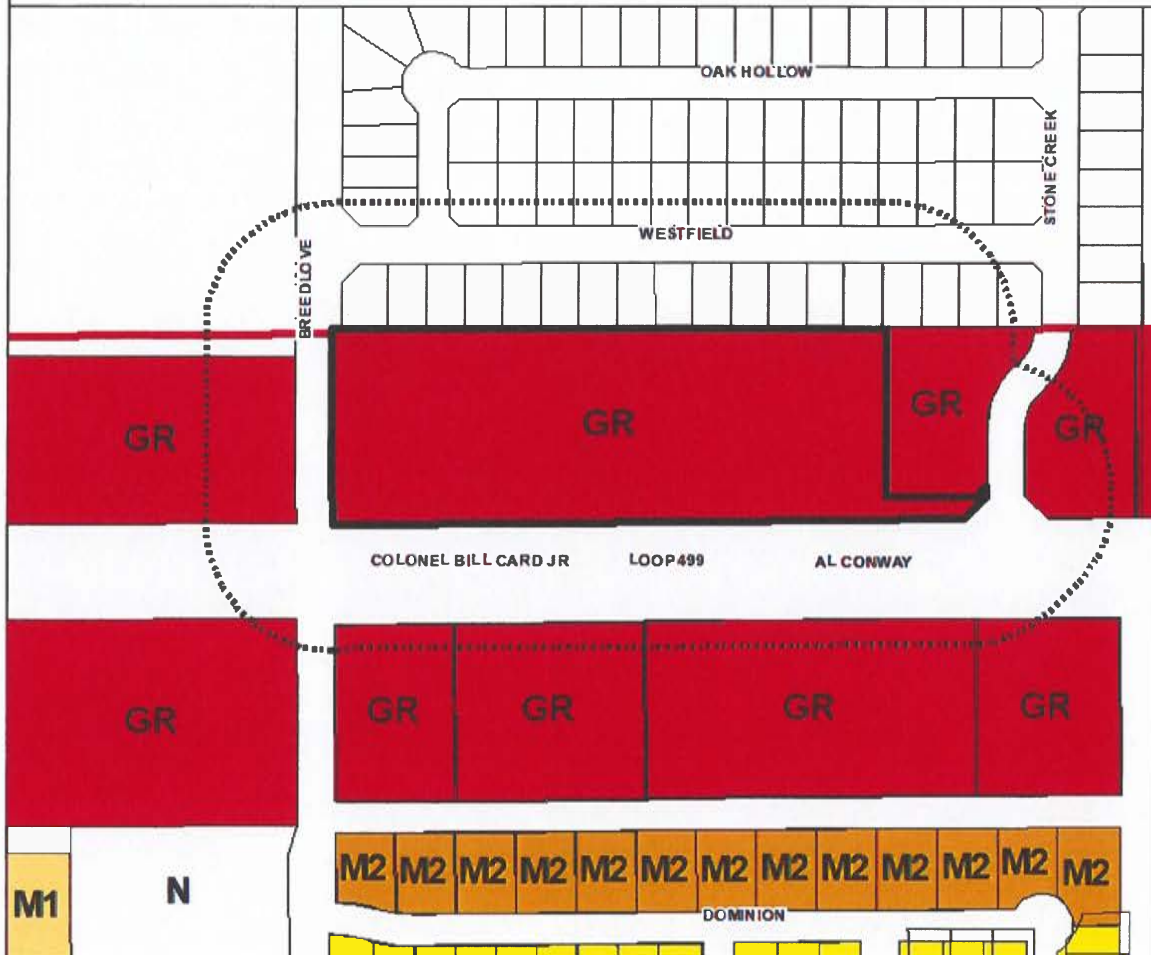


OVERALL CONCEPTUAL SITE PLAN
10/20/20

Attachment III



Request for a Special Use Permit (SUP) to allow a Community Residential Facility in a General Retail ("GR") District located at on a property bearing a legal description of 5.9236 acres out of 8.6170 acres out of Block 55, David & Stephenson Subdivision, located on the northeast corner of Breedlove Street and North Loop 499. Applicant: Alan Ozuna



Boundary lines

- Harlingen city limits.shp
- 200' Notification Boundary
- Subject Property

Zoning Designations

- | | | |
|---|---|--|
| General Retail (GR) | Multi Family Residential (M2) | Office (O) |
| Heavy Industry (HI) | Mobile Home Residential (MH) | Planned Development (PD) |
| Light Industry (LI) | Not-Designated (N) | Single Family Residential (R1) |
| 3/4 Plex Residential (M1) | Neighborhood Services (NS) | Duplex Residential (R2) |
| | | Residential Patio Home (RPH) |

This map has been produced by the City of Harlingen for the sole purpose of locating jurisdictional boundaries and is not intended for any other. The map data is compiled from various sources including orthophoto imagery, engineer plans and plats, survey field notes, and other sources. This map is intended for graphic representation only. No warranty is made by the City regarding its accuracy or completeness. Before relying on any information on the map, check with the Planning Department. Date of map 04.15.2025

Attachment IV



Attachment V





Specific Use Permit ("SUP") Routing Slip

Applicant: Alan Ozuna

Phone No.: (210) 317-4308

Location: Northeast corner of Breedlove Street and Loop 499

Project Description: Request for a Special Use Permit ("SUP") to allow a Community Residential Facility in a General Retail ("GR") District located on a property bearing a legal description 5.9236 acres out of 8.6170 acres out of Block 55, David & Stephenson Subdivision.

Department: Fire Prevention Bureau

Approval: X YES NO

Comments: Applicant will have to meet any code, regulation, ordinance, and standard required for a permit.

Fire Marshal Juan Saucedo Jr.

Juan Saucedo Jr

Date: April 30, 2025

Attachment VII

Pending Health

Attachment VIII



Specific Use Permit ("SUP") Routing Slip

Applicant: Alan Ozuna

Phone No.: (210) 317-4308

Location: Northeast corner of Breedlove Street and Loop 499

Project Description: Request for a Special Use Permit (SUP) to allow a Community Residential facility in a General Retail ("GR") District located on a property bearing a legal description of 5.9236 acres out of 8.6170 acres out of Block 55, David & Stephenson Subdivision.

Department: Building Permits and Inspections Department

Approval: ☒ YES ☐ NO

Comments: If request is approved by the Planning Department, A Building Permit application and complete set of construction documents (Architectural and Engineering Plans) for the proposed use must be submitted to the Building Department. The construction documents must comply with the 2018 International Building Code and Family of Codes. Windstorm Engineered plans are required with min. 140 mph wind speeds. The city commission adopted the new 2024 family of codes which will take effect on October 1, 2025. Any building permit applications received after that date will have to follow the new codes.

Raul Rodriguez

Signature

05/08/2025

Date

Attachment IX



Specific Use Permit ("SUP") Routing Slip

Applicant: Alan Ozuna

Phone No.: (210) 317-4308

Location: Northeast corner of Breedlove Street and Loop 499

Project Description: Request for a Special Use Permit (SUP) to allow a Community Residential facility in a General Retail ("GR") District located on a property bearing a legal description of 5.9236 acres out of 8.6170 acres out of Block 55, David & Stephenson Subdivision.

Department: HARLINGEN POLICE DEPARTMENT

Approval: ☒ YES ☐ NO

*APPROVED WITH THE UNDERSTANDING THAT
INSPECTIONS WILL BE CONDUCTED EITHER DURING
THE BUILD OR AT COMPLETION OF BUILD.*



Alfredo Alvear, BSCJ, CPM
Interim Chief of Police

5/6/25

Date

Attachment X – Applicant Rendering



Attachment X – Applicant Rendering



10(e)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve an ordinance on first reading amending the City of Harlingen's budget for Fiscal Year 2025.

Prepared By (Print Name): **Robert Rodriguez**

Title: **Finance Director**

Signature: 

Brief Summary:

This budget amendment allocates funds for prior fiscal year unspent encumbrances, awards, grants, and other revenues and expenditures not included in the current fiscal year approved budget. Exhibit "A" displays total revenues, expenditures, and estimated fund balances by fund after the amendment. Exhibit "B" displays detailed changes in revenues and expenditures by account number.

General Fund –

Revenues increased by \$2,437,956

- \$2,437,956 Department Requests
 - Cover Purchase of Equipment Approved by City Commission \$4,014,411
 - To adjust transfers from grants \$-2,028,828
 - Cover expenses for remainder of Fiscal Year for Street Departments \$95,000
 - Cover purchase of Pro-patcher approved by CC on 4/7/25 \$261,966
 - Cover purchase of vehicle for Health Department \$40,857
 - Cover purchase of Sandbag Machine \$54,550

Expenses increased by \$7,062,737

- \$7,062,737 Department Requests
 - Cover Purchase of Equipment Approved by City Commission \$3,974,086
(broken down below / F-150 Super Cab is under Motor Vehicle Warehouse \$40,325)
 - 7 Pumps \$376,893
 - Motor Grader \$363,215
 - 2 Street Sweepers \$730,600
 - Vactor \$572,721
 - Long Reach Excavator \$365,000
 - Loader \$200,374
 - 2 Dump Trucks \$420,434
 - 5 F-250 Trucks \$294,440
 - Tractor & Boom Mower \$284,000
 - Roller \$77,063
 - Cargo Van \$45,925
 - P-Cade Barricades \$5,100
 - Channelizer \$3,050
 - 3 Deuce and a half \$60,000
 - 3 Deuce and a half upgrade \$120,000
 - Repairs for 4 units \$49,270
 - Pump Hoses \$6,001
 - HR/Risk Mgmt. – Additional funds for Safety Boot program for various departments \$7,500
 - MIS – Upgrade software for fire records \$27,424
 - MIS – Upgrade for HPD main computer hardware \$97,177
 - MIS – Upgrades to protect police & fire records main computer hardware \$50,645

- Public Works-Admin-Cover overtime for the remainder of the Fiscal Year \$1,750
- Public Works-Traffic Signals-Cover overtime for the remainder of the Fiscal Year \$700
- Public Works-Traffic Signals-Cover unit maintenance expenses for the remainder of the Fiscal Year \$4,000
- Public Works -Street Depts.-Cover overtime for the remainder of the Fiscal Year \$31,000
- Public Works -Street Depts.- Cover expenses for the remainder of the Fiscal Year \$45,000
- Public Works -Street Depts.- Cover equipment rental expenses for the remainder of the Fiscal Year \$5,268
- Public Works -Street Depts.- Cover expenses for the remainder of the Fiscal Year \$50,000
- Public Works -Street Depts.-Cover purchase of Sandbag Machine \$54,550
- Public Works -Street Depts.-Street Cleaning Crew for new street sweepers \$278,479
- Public Works -Street Depts.-Cover overtime for the remainder of the Fiscal Year \$9,000
- Public Works -Street Depts.- Cover expenses for the remainder of the Fiscal Year \$35,000
- Public Works -Street Depts.- Cover purchase of Pro-patcher approved by CC on 4/7/25 \$261,966
- Parks – Park, Recreation, Open Space and Trails Plan-professional services agreement \$58,310
- Parks – Harlingen renovation costs and electrical panel replacement at Victor Park \$65,000
- Parks – Replacement of damaged and vandalized playground equipment, water fountain & benches \$15,000
- Parks – Additional funding to sustain day-to-day park maintenance operations \$6,000
- Parks & Rec – Fund Summer kids programs, field trips, athletic programs and sport activities \$10,000
- Parks & Rec – Pump replacements at Victor Park & electrical repairs at Lon C. Hill Pool \$8,000
- Engineering – Cover advertisement expenses for the remainder of the Fiscal Year \$10,000
- Health – Cover purchase of vehicle for department \$40,857
- Public Buildings – Cover overtime for the remainder of the Fiscal Year \$6,218
- Public Buildings – Cover expenses for the remainder of the Fiscal Year \$3,000
- Public Buildings – Cover expenses for the remainder of the Fiscal Year \$6,000
- Transfer to Awards program for 5th & 7th Stormwater System Improvements Project \$1,525,807
- Transfer to Awards program for Victor Park Improvements & Renovations Grant \$375,000

Grant Award Fund – Restricted Fund –

Revenues Increased by \$5,547,862

- \$ 5,547,862 Grant revenue
 - Parks—CPSC Pool Grant \$72,506
 - Planning & Development-Code Compliance—CPSC Pool Safety Inspector Grant \$10,535
 - Engineering—5th & 7th Stormwater System Improvements Project \$1,383,069
 - Admin—To recognize ARPA final revenues \$1,795,945
 - Parks—Victor Park Improvement & Renovations Grant \$375,000
 - Health—Blue Pearl Grant \$10,000
 - Transfer In for 2 Grants \$1,900,807

Expenses Increased by \$330,266

- \$330,266 Awards and Grants
 - Engineering—5th & 7th Stormwater System Improvements Project \$2,908,876
 - Planning & Development-Code Compliance—CPSC Pool Safety Inspector Grant \$10,535
 - Parks—CPSC Pool Grant \$72,506
 - Parks—Victor Park Improvement & Renovations Grant \$750,000
 - Health—Blue Pearl Grant \$10,000
 - Admin—Recognize ARPA final expenditures \$-1,392,823
 - Transfer to general fund \$-2,028,828

Sanitation Fund –

Expenses increased by \$1,688,645

- \$1,688,645 Department Requests
 - Covered purchase of equipment approved by City Commission on 5/7/2025 \$1,315,634
 - Roll-Off \$253,644
 - Grapple Truck \$271,076
 - 3 Brush Trucks \$588,988

- Day Cab \$201,926
- Sanitation-Increase for Mechanics 50/50 split between Fleet includes pay increase authorized by CM \$71,792
- Sanitation-Purchase commercial garbage containers \$37,750
- Sanitation-Cover expenses for the remainder of the Fiscal Year \$4,718
- Sanitation-Cover Insurance Expense \$70,797
- Landfill-Cover expenses for the remainder of the Fiscal Year \$4,500
- Landfill-Cover expenses for the remainder of the Fiscal Year \$55,000
- Landfill-Purchase of man-lift approved by CC on 4/7/2025 \$128,154
- Recycling-Cover expenses for the remainder of the Fiscal Year \$300

Motor Vehicle/Warehouse Fund –

Expenses increased by \$4,455,280

- \$4,455,280 Department Requests
 - Cover purchase of equipment approved by City Commission on 5/7/2025 under general fund \$40,325
 - Decrease for Mechanics 50/50 split between Sanitation includes pay increase authorized by CM \$-54,322
 - Cover expenses for the remainder of the Fiscal Year \$1,313
 - Cover expenses for the remainder of the Fiscal Year \$1,180
 - Cover expenses for the remainder of the fiscal year Street Departments \$95,000
 - Cover purchase of equipment approved by CC on 5/7/2025 \$4,014,411
 - Cover purchase of Pro-patcher approved by CC on 4/7/2025 \$261,966
 - Cover purchase of vehicle for Health Department \$40,857
 - Cover purchase of Sandbag Machine \$54,550

Total – Revenues increased by (\$7,985,818) - Expenditures increased by (\$13,536,928)

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose?

☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval:

☒ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

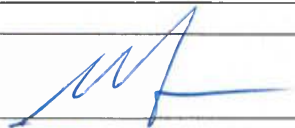
City Manager's approval:



☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval:



☒ Yes ☐ No ☐ N/A

ORDINANCE NO. 2025-____

AN ORDINANCE AMENDING THE REVENUE AND EXPENDITURE BUDGET FOR THE CITY OF HARLINGEN, TEXAS, FOR FISCAL YEAR OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025. PROVIDING FOR PUBLICATION OF THE CAPTION OF THIS ORDINANCE, AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING.

WHEREAS, the City Manager of the City of Harlingen has prepared and presented to the City Commission Budget Amendment No. 2 for Fiscal Year October 1, 2024 through September 30, 2025; and

WHEREAS, amending the current fiscal year budget is desirable for clarity and is required by law: now therefore

BE IT ORDAINED BY THE CITY OF HARLINGEN:

SECTION I. That an amendment to the budget of the City of Harlingen, Texas for the fiscal year October 1, 2024 and ending September 30, 2025 (exclusive of the revenues and expenditures of the Harlingen Waterworks System, Valley International Airport, Harlingen Community Improvement Board Fund, Harlingen Economic Development Corporation Fund, Harlingen Downtown Improvement District Fund, and the Community Development Block Grant Fund) in the total amount of Seven Million, Nine Hundred Eighty Five Thousand, Eight Hundred Eighteen Dollars (\$7,985,818) in revenues and Thirteen Million, Five Hundred Thirty Six Thousand, Nine Hundred Twenty Eight Dollars (\$13,536,928) in expenditures is hereby adopted. A summary of the budget adopted is hereby attached to this Ordinance and incorporated herein as Exhibit A and the complete detailed budget adopted by this Ordinance is incorporated herein by reference and shall be made available for public inspection at the office of the City Secretary during regular business hours.

SECTION II. That the City Manager of the City of Harlingen, Texas, is hereby authorized to increase the budget by the amount of purchase orders outstanding as of September 30, 2024.

SECTION III. That the City Manager of the City of Harlingen, Texas, is hereby authorized to increase the budget by the amount of funds recovered for repair or replacement of property or equipment damaged by others.

SECTION IV. That the City Secretary of the City of Harlingen, Texas is hereby authorized and directed to cause a true and correct copy of the caption of this Ordinance to be published in a newspaper having general circulation in the City of Harlingen, Cameron County, Texas.

FINALLY ENACTED THIS _____ day of _____, 2025 at a regular meeting of the Elective Commission of the City of Harlingen, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A., CHAPTER 551.

CITY OF HARLINGEN

Norma Sepulveda, Mayor

ATTEST:

Hermelinda P. Gonzales, Interim City Secretary

Departmental Budget Projections and Requests
Department Request
Fiscal Year 2025

Exhibit A

Fund	Unaudited		145 Days of Operation		Estimated Ending Fund Balance
	Estimated Beginning Fund Balance	Projected Revenues	Requested Expenditures	Revenues Over(Under) Expenditures	
General Fund	\$ 35,598,153	\$ 72,625,893	\$ 77,508,430	\$ (4,882,537)	\$ 30,715,616
Tennis Court	234,574	231,669	231,669	-	234,574
Hotel / Motel	4,084,987	1,925,070	1,173,633	751,437	4,836,424
Catastrophic Emergency	893,316	35,040	30,000	5,040	898,356
Free Trade Bridge	1,194,704	355,400	111,500	243,900	1,438,604
Convention and Visitors Bureau	159,181	736,387	774,187	(37,800)	121,381
Award Programs - Restricted	214,099	24,943,711	24,994,923	(51,212)	162,887
Public, Educational, and Governmental Programming	848,331	142,000	300,000	(158,000)	690,331
Harlingen Convention Center	1,632,252	30,400	-	30,400	1,662,652
Federal Forfeitures	672,241	349,040	330,000	19,040	691,281
State Forfeitures	120,700	146,040	145,616	424	121,124
Tax Increment Financing No. 1	872,792	345,000	500	344,500	1,217,292
Tax Increment Financing No. 2	4,036,036	670,000	500	669,500	4,705,536
Tax Increment Financing No. 3	1,191,348	848,000	500,500	347,500	1,538,848
Sponsorships Fund	192,980	110,000	-	110,000	302,980
Animal Shelter Fund	9,095	206,000	200,000	6,000	15,095
Debt Service	739,453	4,794,302	4,624,001	170,301	909,754
Infrastructure	1,516,784	1,575,100	2,489,763	(914,663)	602,121
Municipal Auditorium*	147,607	243,300	243,300	-	147,607
Sanitation/Sanitary Landfill*	7,350,460	10,922,700	17,273,537	(6,350,837)	999,623
Harlingen Arts and Heritage Museum*	10,810	92,681	92,681	-	10,810
Municipal Golf Course*	(2,126,371)	1,135,035	1,485,494	(350,459)	(2,476,830)
Motor Vehicle Warehouse*	6,198,841	2,520,300	6,767,198	(4,246,898)	1,951,943
Health Insurance*	618,417	6,762,427	6,755,417	7,010	625,427
Lon C. Hill Memorial Library	81,414	185,310	251,850	(66,540)	14,874
Total	\$ 66,492,204	\$ 131,930,805	\$ 146,284,699	\$ (14,353,894)	\$ 52,138,310

*Working capital presented in place of fund balance.

Exhibit B
City of Harlingen
Budget Amendment No. 2
Fiscal Year 2025

GENERAL FUND					Description
General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total	
Revenues					
General Fund - Transfer In From / Grants Fund	001-0000-391.49-00	(2,028,828)		(2,028,828)	To adjust transfers from grants
General Fund -Transfer In From / Internal Services Fund	001-0000-391.51-00	95,000		95,000	Cover expenses for remainder of the fiscal year for Street Departments
General Fund -Transfer In From / Internal Services Fund	001-0000-391.51-00	3,668,479		3,668,479	Cover purchase of equipment for Public Works approved by CC on 5/7/2025.
General Fund -Transfer In From / Internal Services Fund	001-0000-391.51-00	285,932		285,932	Cover purchase of equipment for Fire Dept. approved by CC on 5/7/2025.
General Fund -Transfer In From / Internal Services Fund	001-0000-391.51-00	60,000		60,000	Cover purchase of equipment for Police Dept. approved by CC on 5/7/2025.
General Fund - Transfer In From / Internal Services Fund	001-0000-391.51-00	261,966		261,966	Cover purchase of Pro-patcher approved by CC on 4/7/25
General Fund - Transfer In From / Internal Services Fund	001-0000-391.51-00	40,857		40,857	Cover purchase of vehicle for Health Department
General Fund - Transfer In From / Internal Services Fund	001-0000-391.51-00	54,550		54,550	Cover purchase of Sandbag Machine
Total General Fund Revenues	\$ (2,028,828)	\$ 4,466,784	\$ -	\$ 2,437,956	
Expenditures					
HR - Svcs & Chrgs - General / Safety Boot Program	001-2001-421.30-38	7,500		7,500	Additional funds for Safety Boots for various departments
MIS - Svcs & Chrgs - Maint / Software Maintenance	001-2220-422.31-41	27,424		27,424	Upgrade software for fire records
MIS - Capital Outlay / Office Furniture & Equipm	001-2220-904.80-31	97,177		97,177	Upgrades for HPD main computer hardware
MIS - Capital Outlay / Miscellaneous Equipment	001-2220-904.80-34	50,645		50,645	Upgrades to protect police & fire records main computer hardware
Police - Capital Outlay / Motor Vehicles & Heavy Equi	001-3010-904.80-32	60,000		60,000	Cover purchase of equipment approved by CC on 5/7/2025.
Fire - Svcs & Chrgs - Maint / Internal Service Charges	001-3510-511.31-51	49,268		49,268	Cover repairs of equipment approved by CC on 5/7/2025.
Fire - Capital Outlay / Motor Vehicles & Heavy Equi	001-3510-904.80-32	236,664		236,664	Cover purchase of equipment approved by CC on 5/7/2025.
Public Works Admin - Personnel Services - Pay / Overtime	001-5001-601.10-03	1,750		1,750	Cover overtime for the remainder of the Fiscal Year
Public Works - Personnel Services - Pay / Overtime	001-5010-611.10-03	700		700	Cover overtime for the remainder of the Fiscal Year
Public Works - Svcs & Chrgs - Maint / Internal Service Charges	001-5010-611.31-51	4,000		4,000	Cover unit maintenance expenses for the remainder of the Fiscal Year
Public Works - Personnel Services - Pay / Overtime	001-5015-612.10-03	31,000		31,000	Cover overtime for the remainder of the Fiscal Year
Public Works - Supplies - Misc / Miscellaneous Supplies	001-5015-612.29-99	45,000		45,000	Cover expenses for the remainder of the Fiscal Year
Public Works - Supplies - Misc / Miscellaneous Supplies	001-5015-612.29-99	8,150		8,150	Cover purchase of equipment approved by CC on 5/7/2025.
Public Works - Svcs & Chrgs - Equipment Rental/lease	001-5015-612.30-21	5,268		5,268	Cover equipment rental expenses for the remainder of the Fiscal Year
Public Works - Svcs & Chrgs - Maint / Internal Service Charges	001-5015-612.31-51	50,000		50,000	Cover expenses for the remainder of the Fiscal Year
Public Works - Svcs & Chrgs - Maint / Internal Service Charges	001-5015-612.31-51	40,000		40,000	Cover repairs of equipment approved by CC on 5/7/2025.
Public Works - Capital Outlay / Motor Vehicles & Heavy Equi	001-5015-904.80-32	1,893,787		1,893,787	Cover purchase of equipment approved by CC on 5/7/2025.
Public Works - Capital Outlay / Miscellaneous Equipment	001-5015-904.80-34	54,550		54,550	Cover purchase of Sandbag Machine
Public Works - Personnel Services - Pay / Salaries - Full-Time	001-5016-613.10-01	167,715		167,715	Street Cleaning Crew for new street sweepers
Public Works - Personnel Services - Pay / Overtime	001-5016-613.10-03	9,000		9,000	Cover overtime for the remainder of the Fiscal Year
Public Works - Personnel Svcs - Benefits / City FICA	001-5016-613.11-01	10,398		10,398	Street Cleaning Crew for new street sweepers
Public Works - Personnel Svcs - Benefits / City Medicare	001-5016-613.11-02	2,432		2,432	Street Cleaning Crew for new street sweepers
Public Works - Personnel Svcs - Benefits / City TMRs	001-5016-613.11-11	14,491		14,491	Street Cleaning Crew for new street sweepers
Public Works - Personnel Svcs - Benefits / City Health Insurance	001-5016-613.11-21	77,551		77,551	Street Cleaning Crew for new street sweepers
Public Works - Personnel Svcs - Benefits / Life Insurance	001-5016-613.11-22	156		156	Street Cleaning Crew for new street sweepers
Public Works - Personnel Svcs - Benefits / Worker's Compensation	001-5016-613.11-31	5,736		5,736	Street Cleaning Crew for new street sweepers

	General ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total	Description
Public Works - Supplies - Misc / Miscellaneous Supplies	001-5016-613.29-99		6,001		6,001	Cover purchase of equipment approved by CC on 5/7/2025.
Public Works - Svcs & Chrgs - Maint / Internal Service Charges	001-5016-613.31-51		35,000		35,000	Cover expenses for the remainder of the Fiscal Year
Public Works - Capital Outlay / Motor Vehicles & Heavy Equi	001-5016-904.80-32		1,303,322		1,303,322	Cover purchase of equipment approved by CC on 5/7/2025.
Public Works - Capital Outlay / Miscellaneous Equipment	001-5016-904.80-34		376,894		376,894	Cover purchase of equipment approved by CC on 5/7/2025.
Public Works - Capital Outlay / Motor Vehicles & Heavy Equi	001-5017-904.80-32		261,966		261,966	Cover purchase of Pro-patcher approved by CC on 4/7/25
Parks and Recreation - Svcs & Chrgs - General / Professional Services	001-6001-801.30-10		58,310		58,310	Parks, Recreation, Open Space and Trails Plan-professional services agreement
Parks and Recreation - Supplies - General / Maintenance Supplies	001-6010-802.20-40		65,000		65,000	Harlingen renovation costs and electrical panel replacement at Victor Park.
Parks and Recreation - Supplies - General / Equipment Non-Capital	001-6010-802.20-80		15,000		15,000	replacement of damaged and vandalized playground equipment, water fountains & bench
Parks and Recreation - Supplies - Misc / Miscellaneous Supplies	001-6010-802.29-99		6,000		6,000	additional funding to sustain day-to-day park maintenance operations.
Parks and Recreation - Supplies - General / Educational & Recreation	001-6020-803.20-51		10,000		10,000	Fund summer kids programs, field trips, athletic programs and sport activities
Parks and Recreation - Svcs & Chrgs - Maint / Miscellaneous Equip Main	001-6030-804.31-34		8,000		8,000	pump replacements at Victor Park & electrical repairs at Lon C. Hill Pool
Planning & Dev - Svcs & Chrgs - General / Advertising	001-7001-701.30-18		10,000		10,000	Cover expenses for the remainder of the Fiscal Year
Health -Capital Outlay / Motor Vehicles & Heavy Equi	001-7005-904.80-32		40,857		40,857	Cover purchase of vehicle for Health Department
Public Buildings - Personnel Services-Pay / Overtime	001-7220-723.10-03		6,218		6,218	Cover overtime for the remainder of the Fiscal Year
Public Buildings - Supplies - General / Maintenance Supplies	001-7220-723.20-40		3,000		3,000	Cover expenses for the remainder of the Fiscal Year
Public Buildings - Supplies - Misc / Miscellaneous Supplies	001-7220-723.29-99		6,000		6,000	Cover expenses for the remainder of the Fiscal Year
Engineering - Other Finan Uses-Transfer / To Award Prgm-Restr Fu	001-9999-991.91-15		1,525,807		1,525,807	5th & 7th Stormwater System Improvements Project
Parks - Other Finan Uses-Transfer / To Award Prgm-Restr Fu	001-9999-991.91-15		375,000		375,000	Victor Park, Park Improvements & Renovations Grant Awarded
Total General Fund Expenditures		\$ -	\$ 7,062,737	\$ -	\$ 7,062,737	
GRANT AWARDS FUND- RESTRICTED						
Revenues						
Parts - Intergovt - Federa / CPSC Pool Safety Grant	120-0000-350.08-00	72,506			72,506	Cover expenses for CPSC Pool Grant
Planning & Development - Intergovt - Federa / CPSC Pool Safety Grant	120-0000-350.08-00	10,535			10,535	Cover expenses for CPSC Pool Safety Inspector
Engineering Awards Program - Federal Pass Thru / TDEM 5th & 7th Strm Drain	120-0000-350.35-19	1,383,069			1,383,069	5th & 7th Stormwater System Improvements Project
Admin. - Federal Pass Thru / Coronavirus Fiscal Recove	120-0000-350.35-26	1,795,945			1,795,945	To recognize ARPA final revenues
Parks Award Programs - Federal Pass Thru / Victor Park Renovation	120-0000-350.35-34	375,000			375,000	Victor Park Grant Awarded Park Improvements & Renovations
Health - Blue Pearl / Medical Equipment	120-0000-371.20-01	10,000			10,000	Blue Pearl Grant to by equipment
Engineering Awards Program - General Fund / TDEM 5th & 7th Strm Drain	120-0000-391.01-14	1,525,807			1,525,807	Transfer from General Fund/5th & 7th Stormwater System Improvements Project
Parks Award Programs - General Fund / Victor Park Renovation	120-0000-391.01-18	375,000			375,000	Transfer from General Fund/Victor Park Grant Awarded Park Improvements & Renovations
Total Grant Awards Fund - Restricted Revenues		\$ 5,547,862	\$ -	\$ -	\$ 5,547,862	
Expenditures						
Engineering - Capital Outlay / Drainage Projects	120-5007-903.80-40	2,908,876			2,908,876	5th & 7th Stormwater System Improvements Project
Planning & Development - Personnel Services - Pay / Salaries - Part-Time	120-6003-803.10-02	6,500			6,500	Cover expenses for CPSC Pool Safety Inspector
Planning & Development -Personnel Svcs - Benefits / City FICA	120-6003-803.11-01	402			402	Cover expenses for CPSC Pool Safety Inspector
Planning & Development - Personnel Svcs - Benefits / City Medicare	120-6003-803.11-02	94			94	Cover expenses for CPSC Pool Safety Inspector
Planning & Development - Personnel Svcs - Benefits / City TMR5	120-6003-803.11-11	512			512	Cover expenses for CPSC Pool Safety Inspector
Planning & Development - Personnel Svcs - Benefits / Worker's Compensation	120-6003-803.11-31	27			27	Cover expenses for CPSC Pool Safety Inspector
Parks Awards Program - Supplies - General / Equipment Non-Capital	120-6003-803.20-80	2,000			2,000	Pool Safety Grant
Parks Awards Program - Supplies - Misc / Miscellaneous Supplies	120-6003-803.29-99	360			360	Pool Safety Grant
Planning & Development - Svcs & Chrgs - General / Employee Mileage Reimb	120-6003-803.30-34	1,000			1,000	Cover expenses for CPSC Pool Safety Inspector
Planning & Development -Svcs & Chrgs - General / Regis., Travel & Training	120-6003-803.30-31	2,000			2,000	Cover expenses for CPSC Pool Safety Inspector

	General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total	Description
Parks Awards Program - Svcs & Chrgs - General / Contract Labor	120-6003-803.30-60	69,984			69,984	Pool Safety Grant
Parks Awards Program - Svcs & Chrgs - Misc / Miscellaneous Svcs & Chrgs	120-6003-803.39-99	162			162	Pool Safety Grant
Parks & Recreation - Award Programs-Capital Outlay / Improvmnts Other Than Bldgs	120-6026-903.80-21	750,000			750,000	Victor Park Grant Awarded Park Improvements & Renovations
Health - Supplies - General / Office Equip/Furn Non-Cap	120-7213-729.20-02	10,000			10,000	Blue Pearl Grant to by equipment
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40	(1,392,823)			(1,392,823)	Recognize ARPA final expenditures
Award Programs - Other Finan Uses-Transfer / To General Fund	120-9999-991.91-01	(2,028,828)			(2,028,828)	To adjust transfers to general fund
Total Grant Awards Fund - Restricted Expenditures		\$ 330,266	\$ -	\$ -	\$ 330,266	

SANITATION FUND

Expenditures						
Sanitation - Personnel Services - Pay / Salaries - Full-Time	402-5020-604.10-01	47,230			47,230	Increase for Mechanics 50/50 split between Fleet includes pay increase authorized by CM.
Sanitation - Personnel Svcs - Benefits / City FICA	402-5020-604.11-01	2,928			2,928	Increase for Mechanics 50/50 split between Fleet includes pay increase authorized by CM.
Sanitation - Personnel Svcs - Benefits / City Medicare	402-5020-604.11-02	685			685	Increase for Mechanics 50/50 split between Fleet includes pay increase authorized by CM.
Sanitation - Personnel Svcs - Benefits / City TMRS	402-5020-604.11-11	4,081			4,081	Increase for Mechanics 50/50 split between Fleet includes pay increase authorized by CM.
Sanitation - Personnel Svcs - Benefits / City Health Insurance	402-5020-604.11-21	15,930			15,930	Increase for Mechanics 50/50 split between Fleet includes pay increase authorized by CM.
Sanitation - Personnel Svcs - Benefits / Life Insurance	402-5020-604.11-31	36			36	Increase for Mechanics 50/50 split between Fleet includes pay increase authorized by CM.
Sanitation - Personnel Svcs - Benefits / Worker's Compensation	402-5020-604.11-32	902			902	Increase for Mechanics 50/50 split between Fleet includes pay increase authorized by CM.
Sanitation - Supplies - Misc / Garbage Containers	402-5020-604.29-01	37,750			37,750	Purchase commercial garbage containers
Sanitation - Svcs & Chrgs - General / Utilities/Communications	402-5020-604.30-01	4,718			4,718	Cover expenses for the remainder of the Fiscal Year
Sanitation - Svcs & Chrgs - General / Insurance	402-5020-604.30-40	70,797			70,797	Cover Insurance expense
Brush and Debris - Capital Outlay / Motor Vehics & Heavy Equi	402-5022-904.80-32	1,113,708			1,113,708	Cover purchase of equipment approved by CC on 5/7/2025.
Landfill - Supplies - Misc / Miscellaneous Supplies	402-5027-604.29-99	4,500			4,500	Cover expenses for the remainder of the Fiscal Year
Landfill - Svcs & Chrgs - Maint / Fuel	402-5027-604.31-52	55,000			55,000	Cover expenses for the remainder of the Fiscal Year
Landfill - Capital Outlay / Motor Vehics & Heavy Equi	402-5027-904.80-32	201,926			201,926	Cover purchase of equipment approved by CC on 5/7/2025.
Landfill - Capital Outlay / Miscellaneous Equipment	402-5027-904.80-34	128,154			128,154	Cover purchase of man-lift approved by CC on 4/7/25
Recycling - Svcs & Chrgs - Maint / Fuel	402-5035-604.31-52	300			300	Cover expenses for the remainder of the Fiscal Year
Total Sanitation Fund Expenses		\$ 1,688,645	\$ -	\$ -	\$ 1,688,645	

MOTOR VEHICLE/WAREHOUSE FUND

Expenses						
Motor Vehicle/Warehouse - Personnel Services - Pay / Salaries - Full-Time	451-5042-603.10-01	(32,449)			(32,449)	Decrease for mechanics 50/50 split between Sanitation includes pay increase authorized by
Motor Vehicle/Warehouse - Personnel Svcs - Benefits / City FICA	451-5042-603.11-01	(2,012)			(2,012)	Decrease for mechanics 50/50 split between Sanitation includes pay increase authorized by
Motor Vehicle/Warehouse - Personnel Svcs - Benefits / City Medicare	451-5042-603.11-02	(471)			(471)	Decrease for mechanics 50/50 split between Sanitation includes pay increase authorized by
Motor Vehicle/Warehouse - Personnel Svcs - Benefits / City TMRS	451-5042603.11-11	(2,804)			(2,804)	Decrease for mechanics 50/50 split between Sanitation includes pay increase authorized by
Motor Vehicle/Warehouse - Personnel Svcs - Benefits / City Health Insurance	451-5042-603.1121	(15,930)			(15,930)	Decrease for mechanics 50/50 split between Sanitation includes pay increase authorized by
Motor Vehicle/Warehouse - Personnel Svcs - Benefits / Life Insurance	451-5042-603.11-22	(36)			(36)	Decrease for mechanics 50/50 split between Sanitation includes pay increase authorized by
Motor Vehicle/Warehouse - Personnel Svcs - Benefits / Worker's Compensation	451-5042-603.11-31	(620)			(620)	Decrease for mechanics 50/50 split between Sanitation includes pay increase authorized by
Motor Vehicle/Warehouse - Svcs & Chrgs - General / Utilities/Other	451-5042-603.30-03	1,313			1,313	Cover expenses for remainder of the fiscal year
Motor Vehicle/Warehouse - Svcs & Chrgs - Misc / Miscellaneous Svcs & Chrgs	451-5042-603.39-99	1,180			1,180	Cover expenses for remainder of the fiscal year
Motor Vehicle/Warehouse - Capital Outlay / Motor Vehics & Heavy Equi	451-5042-904.80-32	40,325			40,325	Cover purchase of equipment approved by CC on 5/7/2025.

	General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total	Description
Motor Vehicle/Warehouse - Other Finan Uses-Transfer / To General Fund	451-9999-991.91-01		95,000		95,000	Cover expenses for remainder of the fiscal year for Street Departments
Motor Vehicle/Warehouse - Other Finan Uses-Transfer / To General Fund	451-9999-991.91-01		3,668,479		3,668,479	Cover purchase of equipment approved by CC on 5/7/2025.
Motor Vehicle/Warehouse - Other Finan Uses-Transfer / To General Fund	451-9999-991.91-01		285,932		285,932	Cover purchase of equipment approved by CC on 5/7/2025.
Motor Vehicle/Warehouse - Other Finan Uses-Transfer / To General Fund	451-9999-991.91-01		60,000		60,000	Cover purchase of equipment approved by CC on 5/7/2025.
Motor Vehicle/Warehouse - Other Finan Uses-Transfer / To General Fund	451-9999-991.91-01		261,966		261,966	Cover purchase of Pro-patcher approved by CC on 4/7/25
Motor Vehicle/Warehouse - Other Finan Uses-Transfer / To General Fund	451-9999-991.91-01		40,857		40,857	Cover purchase of vehicle for Health Department
Motor Vehicle/Warehouse - Other Finan Uses-Transfer / To General Fund	451-9999-991.91-01		54,550		54,550	Cover purchase of Sandbag Machine
Total Motor Vehicle / Warehouse Fund Expenses		\$ -	\$ 4,455,280	\$ -	\$ 4,455,280	

Revenues 7,985,818
Expenditures 13,536,928

EXECUTIVE SUMMARY

10A)

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve the preliminary construction plans and final plat with conditions of the proposed Villas at Paso Real Subdivision, bearing a legal description of 12.537 acres being a part or Portion out of Lots 1, 2, 7, and 8, Block 146, located at the northwest corner of Haine Drive and FM 509. Applicant: Melden & Hunt, INC c/o HDP Paso Real, LLC. Attachment **(Planning & Development)**

Prepared By: Soledad A., Núñez, CNU-A

Title: Interim Planning & Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

Project Timeline

- January 10, 2025 – Original Preliminary Construction Plans and Final Plat application submitted to the City. **(ATTACHMENT I)**
- January 27, 2025 – Comments outlining deficiencies sent to Engineer.
- February 5, 2025 – Original Preliminary Construction Plans and Final Plat application resubmitted.
- March 7, 2025 – Preliminary construction plans and final plat deemed complete.
- April 16, 2025 – Planned Development rezoning request approved on 2nd and final reading by City Commission.
- May 14, 2025 – Consideration of the preliminary construction plans and final plat with conditions by the Planning and Zoning Commission.
- May 21, 2025 – Consideration of the preliminary construction plans and final plat with conditions by the City Commission.

Summary:

- The proposed Villas at Paso Real Subdivision consists of 92 single-family residential lots and 1 commercial lot. It is located at the northwest corner of Haine Drive and FM 509.
- The proposed development is consistent with the Planned Development zoning.
- Drainage requirements meet the current standard for a 50-year storm.
- Water and wastewater services will be provided by HWWWS.
- Park fees must be paid for the subdivision. Park fees are \$475 per dwelling unit. A total of \$43,700 will have to be paid in park fees prior to subdivision recording. The fees will go to Park Zone 2 (the southeast zone). **(ATTACHMENT IV)**
- All items on the preliminary and final plat checklist will be addressed prior to the recording of the final plat.

Staff Recommendation:

Staff recommends approval of the preliminary construction plans and final plat subject to the following conditions:

1. Compliance with the requirements from the Engineering, HWWS, Fire Department, and Planning Department please see attached comments (**ATTACHMENT V-VIII**).

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose?

☐ Yes

☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval:

☐

Yes

☐

No

☐

N/A

City Manager's approval:

☒

Yes

☐

No

☐

N/A

Comments:

City Attorney's approval:

☒

Yes

☐

No

☐

N/A

Attachment I—Subdivision Application

CITY OF HARLINGEN PLANNING AND DEVELOPMENT DEPARTMENT MASTER APPLICATION

PROPERTY INFORMATION: (Please PRINT or TYPE)

Project Address 3100 Blk of Haine Drive Nearest Intersection Helen Moore Road & Haine Drive
(Proposed) Subdivision Name Villas At Paso Real Subdivision Lot 1,2,7 & 8 Block 146
Existing Zoning Designation PD Future Land Use Plan Designation Residential

OWNER/APPLICANT INFORMATION: (Please PRINT or TYPE)

Applicant/Authorized Agent Melden & Hunt, Inc. Phone 381-0981 FAX _____
Email Address (for project correspondence only): mario@meldenandhunt.com
Mailing Address 115 W McIntyre Street City Edinburg State TX Zip 78541
Property Owner HDP Paso Real LLC Phone c/o 381-0981 FAX _____
Email Address (for project correspondence only): c/o mario@meldenandhunt.com
Mailing Address 115 W. McIntyre Street City Edinburg State TX Zip 78541

Select appropriate process for which approval is sought. Attach completed checklists with this application.

- | | |
|---|--|
| ☐ Annexation Request..... <u>No Fee</u> | ☒ Preliminary Construction Plans and Final Plat..... <u>\$150.00</u> |
| ☐ Administrative Appeal (ZBA)..... <u>\$125.00</u> | ☐ Minor Plat..... <u>\$100.00</u> |
| ☐ Comp. Plan Amendment Request... <u>\$250.00</u> | ☐ Re-Plat..... <u>\$250.00</u> |
| ☐ Re-zoning Request..... <u>\$250.00</u> | ☐ Vacating Plat..... <u>\$250.00</u> |
| ☐ SUP Request/Renewal..... <u>\$250.00</u> | ☐ Development Plat..... <u>\$50.00</u> |
| ☐ Zoning Variance Request (ZBA)..... <u>\$250.00</u> | ☐ Subdivision Variance Request..... <u>\$25.00 (each)</u> |
| ☐ PDD Request..... <u>\$250.00</u> | ☐ Right-of-Way / Utility Easement Abandonment..... <u>No Fee</u> |
| ☐ License to Encroach..... <u>\$250.00</u> | |

Please provide a basic description of the proposed project: Residential Subdivision

I hereby certify that I am the owner and/or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect the permit or approval may be revoked.

Applicant's Signature:  Date: 1-8-25

Property Owner(s) Signature: _____ Date: _____

Accepted by: _____ Date: _____

Attachment I—Letter of Authorization

OWNER'S AUTHORIZATION

We, **HDP Paso Real LLC**, a Delaware limited liability company, hereby authorize Mario A. Reyna, P.E. (President) of Melden & Hunt, Inc. to sign all subdivision application(s) and related paperwork for the proposed development being 12.537 +/- acres being all of Lots 1, 2, 7 and 8, Block 146, **SAN BENITO LAND AND WATER COMPANY SUBDIVISION** as recorded in Volume 1, Page 6, Cameron County Map Records, Cameron County, Texas.

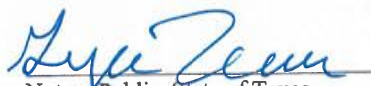
HDP Paso Real LLC
a Delaware limited liability company

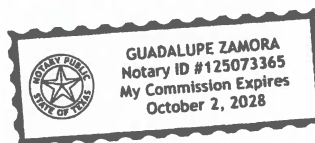

By: Nick Rhodes, Authorized Agent

STATE OF TEXAS §

COUNTY OF HIDALGO §

This instrument was acknowledged before me on the 7 day of January 2025 by Nick Rhodes, Authorized Agent of HDP Paso Real LLC, a Delaware limited liability company, and on behalf of said company.


Notary Public, State of Texas



Attachment III — Aerial View



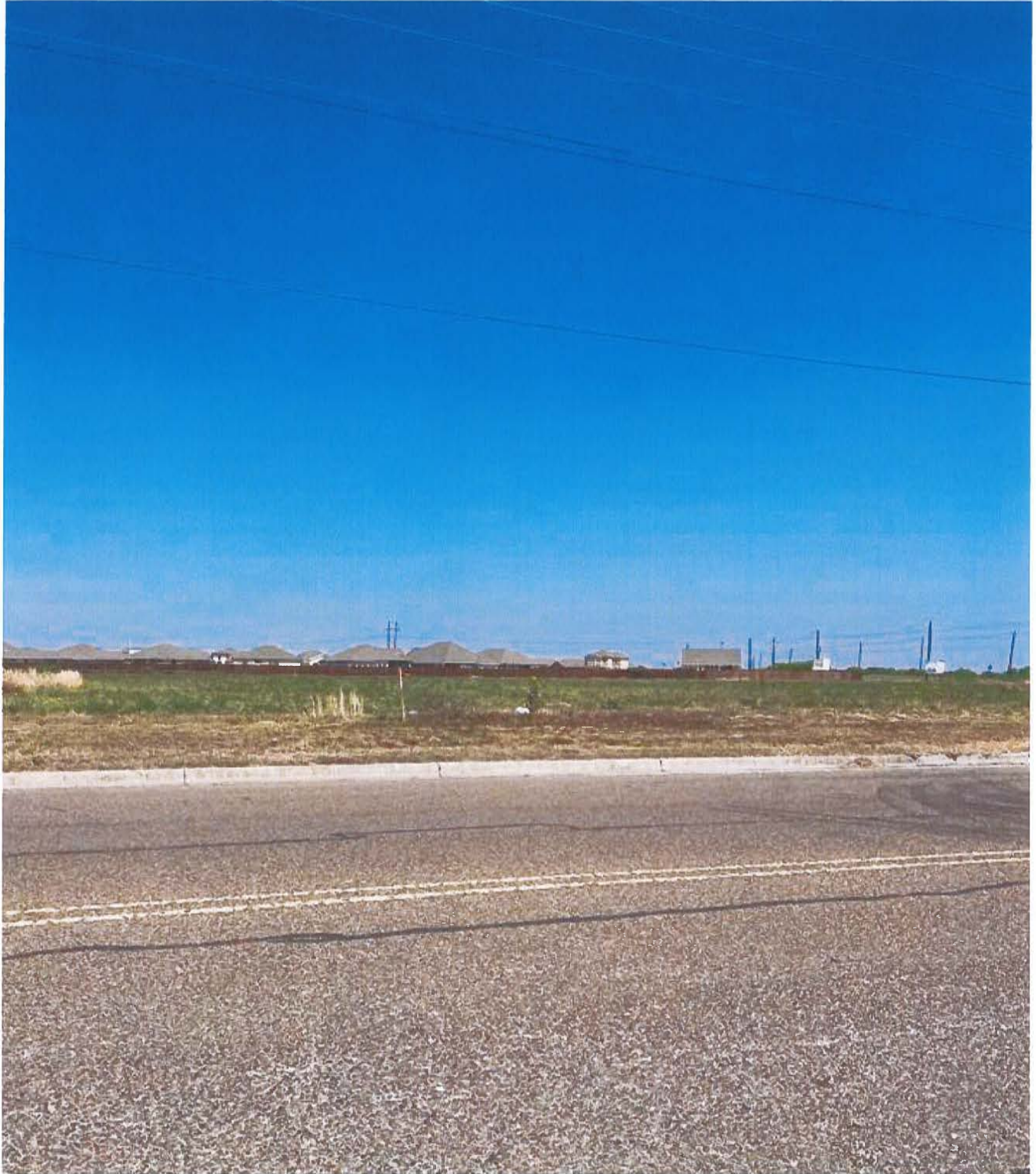
Attachment IV – Street View

View from East FM 509

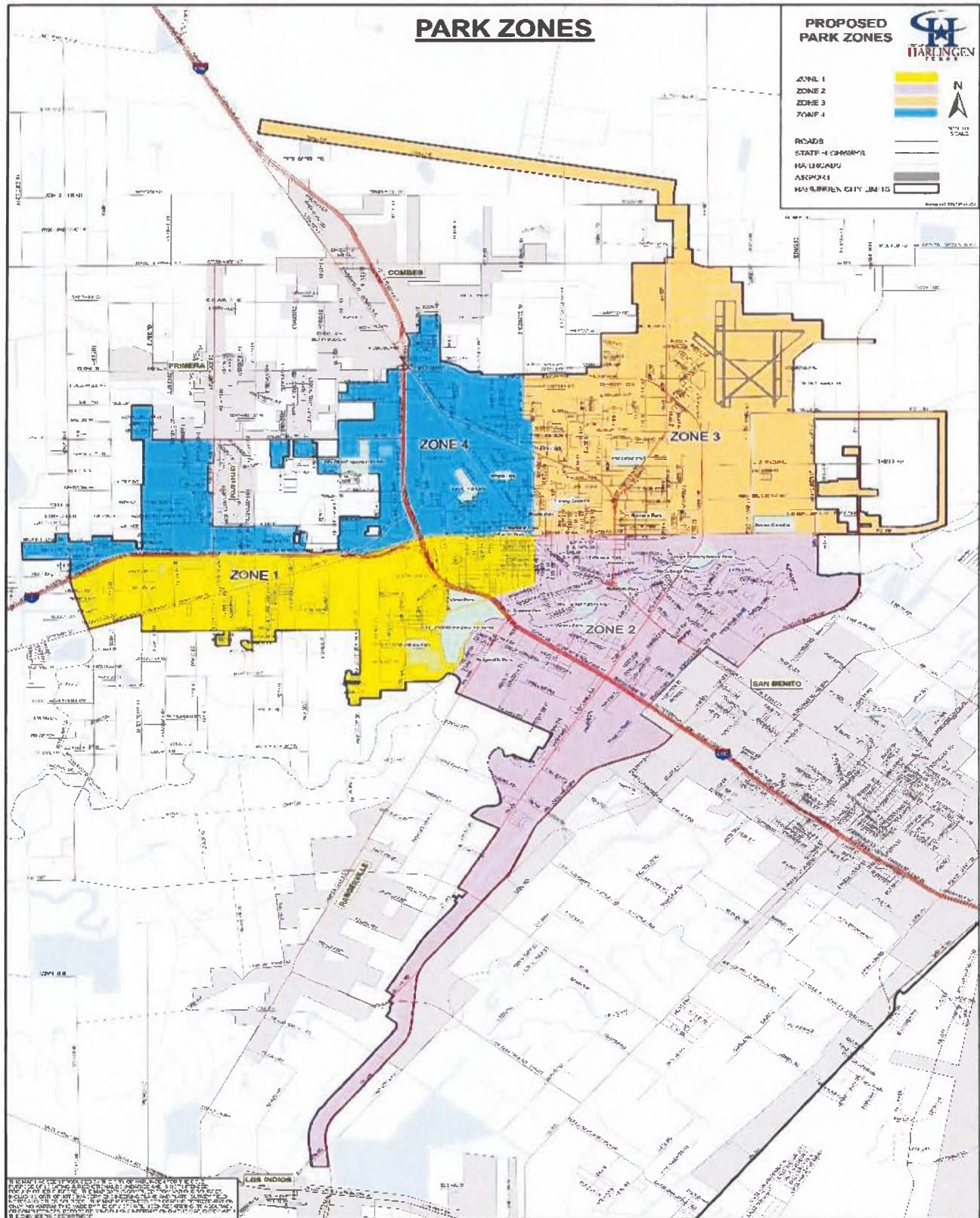


Attachment IV – Street View

View South of Haine Drive



Attachment V





Planning and Development Department
502 E. Tyler Avenue
Harlingen, TX 78550
(956) 216-5101
(956) 216-5168 (fax)

05/07/2025

Beto de la Garza, P.E.
Melden & Hunt Inc.
Edinburg, Texas 78541

Re: Villas at Paso Real Subdivision

Dear Mr. de la Garza,

City staff reviewed the preliminary construction plans and final plat of the proposed “**Villas at Paso Real Subdivision**” submitted on February 5, 2025. The application is considered complete, subject to a list of conditions from different city departments. If you are in agreement with the listed conditions, please visit the Planning and Development office to pay the \$150.00 subdivision application fee. Once the payment is received, the proposed subdivision will be considered “filed” and staff will place the subdivision in the next scheduled meeting of the Planning and Zoning Commission.

Preliminary and Final:

1. Pursuant to Sec. 109.190 – (c)(2) submit the required v-line assessment fee.
2. Pursuant to Sec. 109.91 – (d)(4) of the Code of Ordinances Chapter 109 – Subdivisions, A street lighting plan (existing and proposed) must be submitted that indicates placement of a standard streetlight at all street intersections, cul – de – sac ends and where a block exceeds 600 feet in length, mid – block lighting shall be required.
3. Pursuant to Sec. 109.91 – (d)(10) of the Code of Ordinances Chapter 109 – Subdivisions, a street assessment, a sidewalk assessment, and fees must be submitted prior to recording of the plat.
4. Pursuant to Sec. 109.124 (c)(9) of the Code of Ordinances Chapter 109 – Subdivisions, any residential subdivision with 30 or more lots must have a minimum of two points of access entrances. Where two entrances are required, they shall be placed a distance apart equal to not less than one – half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses. Additional entrances may be required as recommended by a traffic impact analysis. Access points for proposed streets must adhere to TxDOT’s access management manual.
5. Pursuant to Sec. 109.124 – (c)(12) the developer shall improve or pay escrows for 10 feet of additional pavement with curb and gutter and a 5 – foot sidewalk along the Haine Road and FM 509 boundaries.
6. Pursuant to Sec. 109.124 – (c)(13)(g) of the Code of Ordinances Chapter 109 – Subdivisions, corner clips, the dedication of right-of-way for corner clips measured from the legs of the clips shall be provided as follows:
 - a. Please provide a 30x30 corner clip for all intersections on Haine Rd.
 - b. For all interior streets, provide a 15x15 corner clip.
7. Pursuant to Sec. 109-193 (a)(1)(c) of the Code of Ordinances Chapter 109 – Subdivisions, please note that there is a Park Land Dedication fee of \$475 per unit in a new subdivision.

Attachment VI– Planning

8. Please coordinate with USPS on the cluster boxes for mail.
9. Please include a street sign plan.
10. Please add a plat note stating the subdivision will be private.
11. Please add a plat note no parking will be allowed on either side of the street within the subdivision.
12. All other applicable fees must be paid prior to recording of the final plat.

Thank you,

Soledad A. Núñez

Soledad A. Núñez, CNU-A
Interim Planning & Development Director



Engineering Department | 24200 FM 509, Harlingen, Texas 78550

February 20, 2025

Isac Ramirez, EIT, CFM
Project Engineer

Mr. Joel Olivo
Assistant Director for Planning and Development
502 E. Tyler Ave., Harlingen, Texas 78550

RE: REVIEW OF VILLAS AT PASO REAL PRELIM/FINAL – 2nd SUBMITTAL

Dear Mr. Olivo,

Please find comments below regarding the preliminary construction documents for the above-mentioned subdivision per Section 109-128.(a) of the City of Harlingen City Ordinances.

- ☐ Approved
- ☒ Approved with Conditions
- ☐ Disapproved

Please review and address the following comments:

Plat

- Include 30x30 corner clips at every Haine rd and interior road intersection.
- For all interior streets, provide 15x15 corner clips or modify the radius to be 20-ft. At the moment they are all 10-ft.

Civil Plans

- Provide a full set of construction plans for review. Additional comments may be provided.
- Adjust all the street elevations to ensure the running slope is not less than .2%. City of Harlingen minimum slope is 0.3%

Drainage Report

- Approved as stated on Drainage report, this subdivision is part of the Paso Real Master plan approved in 2021

Please note that this review shall be for conformance to subdivision regulations and the responsibility and liability for the adequacy of the design shall remain with the Engineer sealing the documents.

If you have any questions, please feel free to contact me at (956) 216-5283 or via email at isacr@harlingentx.gov.

Sincerely,

Isac J. Ramirez
Isac J. Ramirez, EIT, CFM
City of Harlingen, TX
Dept. Civil Engineering
Date: 2025 02 20 11:30 AM

Isac Ramirez, EIT, CFM



Subdivision Review

Subdivision Name: Villas at Paso Real – 2nd Submittal

Proposed Use: 92 Lot Residential, Single-Family Use & 1 Commercial Lot

Location: Northwest corner of Haine Road & F.M. 509

Developer: HDP Paso Real, LLC

Engineer: Melden & Hunt Inc. / (956) 381-0981
robert@meldenandhunt.com

Approval: ☐ Yes ☒ Yes with Comments ☐ No

- Comments:**
1. As per Sec. 109-91 (d) (5) a fire hydrant plan which includes location of existing and proposed fire hydrants. Fire hydrants must be shown to create a coverage network of not more than 500-foot intervals measured along streets or other public access right-of-way for single-family residential subdivisions. Please show a 250-foot radius circle for all hydrants. In all other subdivisions, this distance must be 150-foot radius.
 2. As per Sec. 109-124(c)(9) access points. Any residential subdivision with 30 or more lots must have a minimum of two points of access entrances. Where two entrances are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses. Additional entrances may be required as recommended by a traffic impact analysis. Access points for proposed streets must adhere to TxDOT's Access Management Manual.

Juan Saucedo Jr. Fire Marshal
Departmental Official Signature

(956) 216-5790
Contact Number

Fire Prevention
Department

jsauceda@harlingentx.gov
Contact E-mail

February 7, 2025
Date

Juan Saucedo Jr.
Signature

Attachment VIII – Harlingen Water Works System



HARLINGEN
WATERWORKS
SYSTEM

VILLAS AT PASO REAL SUBDIVISION PLAT SUBMITTAL #2A

March 7, 2025

To: Soledad Nunez, Interim Director
Planning & Zoning Dept.
City of Harlingen

From: Gabriel E. Trevino Jr., P.E., Utility Engineer
Engineering Dept.
Harlingen Waterworks System

Response: **APPROVED with CONDITIONS**

Digitally signed by Gabriel E. Trevino Jr.,
P.E., Utility Engineer
DN: C=US, E=getrevino@hwws.com,
O=Harlingen Waterworks System,
OU=Engineering Department, CN="Gabriel
E. Trevino Jr., P.E., Utility Engineer"
Reason: I attest to the accuracy and
integrity of this document
Date: 2025.03.07 15:42:10-06'00'

UTILITY PLAN COMMENTS:

No.	Comment/Revision	Addressed
1	Approval is conditional on all red lines being addressed in the construction plan review phase.	

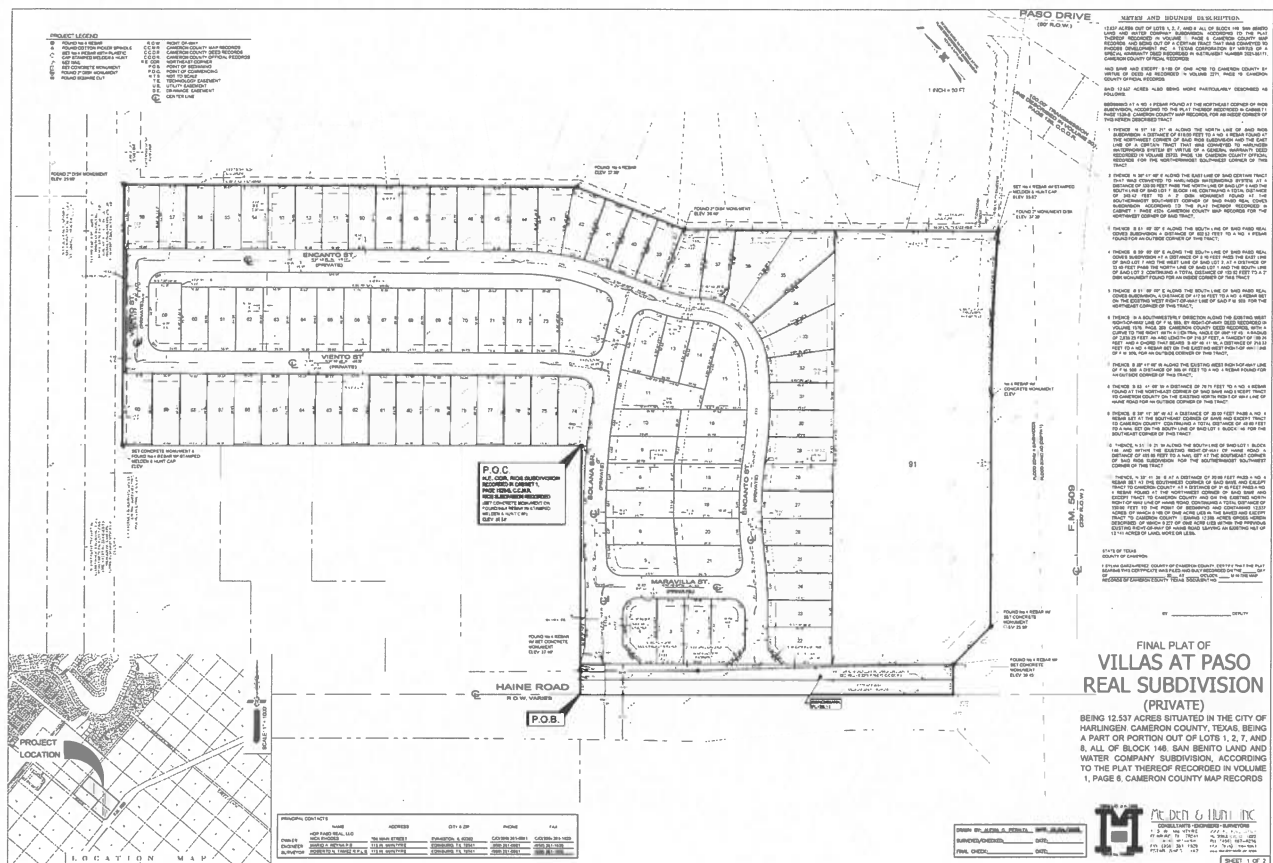
FINAL PLAT COMMENTS:

No.	Comment/Revision	Addressed
1	Approval is conditional that prior to the signing and execution of the mylar that HWWWS be provided documentation showing the agreement with the managing HOA that HWWWS will not be responsible for any pavement repairs resulting from O&M activities within the proposed subdivision. The documentation must show that the HOA will be responsible for both the work and costs.	
2	Edit HWWWS block to 2025.	

NEXT STEPS:

- A full set of water and sewer construction plans must be submitted to Harlingen Waterworks System for review and approval prior to commencement of construction.
- Response to Conditions of Approval is required prior to Signing of a Plat. Submitter must mark Yes or No in the Addressed column. Mylars missing response to Conditions for Approval will not be Signed.
- HWWWS comments subject to modification based on additional information of future comments issued by the City of Harlingen, changes made to the plans after approval has been given, or if new information is uncovered through field discovery.

Attachment VIII – Harlingen Water Works



AttachmenVIII- Harlingen Water Works System

Lot Area Table				Lot Area Table				Lot Area Table			
Lot #	Area	Lot #	Area	Lot #	Area	Lot #	Area	Lot #	Area	Lot #	Area
1	1.000	11	1.000	21	1.000	31	1.000	41	1.000	51	1.000
2	1.000	12	1.000	22	1.000	32	1.000	42	1.000	52	1.000
3	1.000	13	1.000	23	1.000	33	1.000	43	1.000	53	1.000
4	1.000	14	1.000	24	1.000	34	1.000	44	1.000	54	1.000
5	1.000	15	1.000	25	1.000	35	1.000	45	1.000	55	1.000
6	1.000	16	1.000	26	1.000	36	1.000	46	1.000	56	1.000
7	1.000	17	1.000	27	1.000	37	1.000	47	1.000	57	1.000
8	1.000	18	1.000	28	1.000	38	1.000	48	1.000	58	1.000
9	1.000	19	1.000	29	1.000	39	1.000	49	1.000	59	1.000
10	1.000	20	1.000	30	1.000	40	1.000	50	1.000	60	1.000

STATE OF TEXAS
COUNTY OF CAMERON

BEFORE ME, the undersigned authority, on this _____ day of _____, 2025, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein stated.

Given under my hand and seal of office this _____ day of _____, 2025.

Notary Public in and for the State of Texas
My Commission Expires _____

STATE OF TEXAS
COUNTY OF CAMERON

BEFORE ME, the undersigned authority, on this _____ day of _____, 2025, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein stated.

Given under my hand and seal of office this _____ day of _____, 2025.

Notary Public in and for the State of Texas
My Commission Expires _____

STATE OF TEXAS
COUNTY OF CAMERON

BEFORE ME, the undersigned authority, on this _____ day of _____, 2025, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein stated.

Given under my hand and seal of office this _____ day of _____, 2025.

Notary Public in and for the State of Texas
My Commission Expires _____

Curve Table				Curve Table				Curve Table			
Station	Length	Offset	Distance	Station	Length	Offset	Distance	Station	Length	Offset	Distance
0+00	100.00	0.00	100.00	100+00	100.00	0.00	200.00	200+00	100.00	0.00	300.00
100+00	100.00	0.00	200.00	200+00	100.00	0.00	300.00	300+00	100.00	0.00	400.00
200+00	100.00	0.00	300.00	300+00	100.00	0.00	400.00	400+00	100.00	0.00	500.00
300+00	100.00	0.00	400.00	400+00	100.00	0.00	500.00	500+00	100.00	0.00	600.00
400+00	100.00	0.00	500.00	500+00	100.00	0.00	600.00	600+00	100.00	0.00	700.00
500+00	100.00	0.00	600.00	600+00	100.00	0.00	700.00	700+00	100.00	0.00	800.00
600+00	100.00	0.00	700.00	700+00	100.00	0.00	800.00	800+00	100.00	0.00	900.00
700+00	100.00	0.00	800.00	800+00	100.00	0.00	900.00	900+00	100.00	0.00	1000.00
800+00	100.00	0.00	900.00	900+00	100.00	0.00	1000.00				

STATE OF TEXAS
COUNTY OF CAMERON

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Notary Public in and for the State of Texas
My Commission Expires _____

STATE OF TEXAS
COUNTY OF CAMERON

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Given under my hand and seal of office this _____ day of _____, 2025.

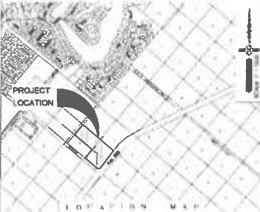
Notary Public in and for the State of Texas
My Commission Expires _____

STATE OF TEXAS
COUNTY OF CAMERON

BEFORE ME, the undersigned authority, on this _____ day of _____, 2025, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein stated.

Given under my hand and seal of office this _____ day of _____, 2025.

Notary Public in and for the State of Texas
My Commission Expires _____



FINAL PLAN OF VILLAS AT PASO REAL SUBDIVISION (PRIVATE)

BEING 12.537 ACRES SITUATED IN THE CITY OF HARLINGEN, CAMERON COUNTY TEXAS, BEING A PART OR PORTION OUT OF LOTS 1, 2, 7, AND 8, ALL OF BLOCK 148 SAN BENITO LAND AND WATER COMPANY SUBDIVISION, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1, PAGE 9, CAMERON COUNTY MAP RECORDS

A note must be added that states that the HOA is responsible for all construction within the subdivision, and that there is no HOA fee for these private homes that are excluded HOA operation and maintenance activities.

Reviewed By HHWS
03/07/2025 3:36 21 PM

STATE OF TEXAS
COUNTY OF CAMERON

BEFORE ME, the undersigned authority, on this _____ day of _____, 2025, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein stated.

Given under my hand and seal of office this _____ day of _____, 2025.

Notary Public in and for the State of Texas
My Commission Expires _____

STATE OF TEXAS
COUNTY OF CAMERON

BEFORE ME, the undersigned authority, on this _____ day of _____, 2025, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein stated.

Given under my hand and seal of office this _____ day of _____, 2025.

Notary Public in and for the State of Texas
My Commission Expires _____

STATE OF TEXAS
COUNTY OF CAMERON

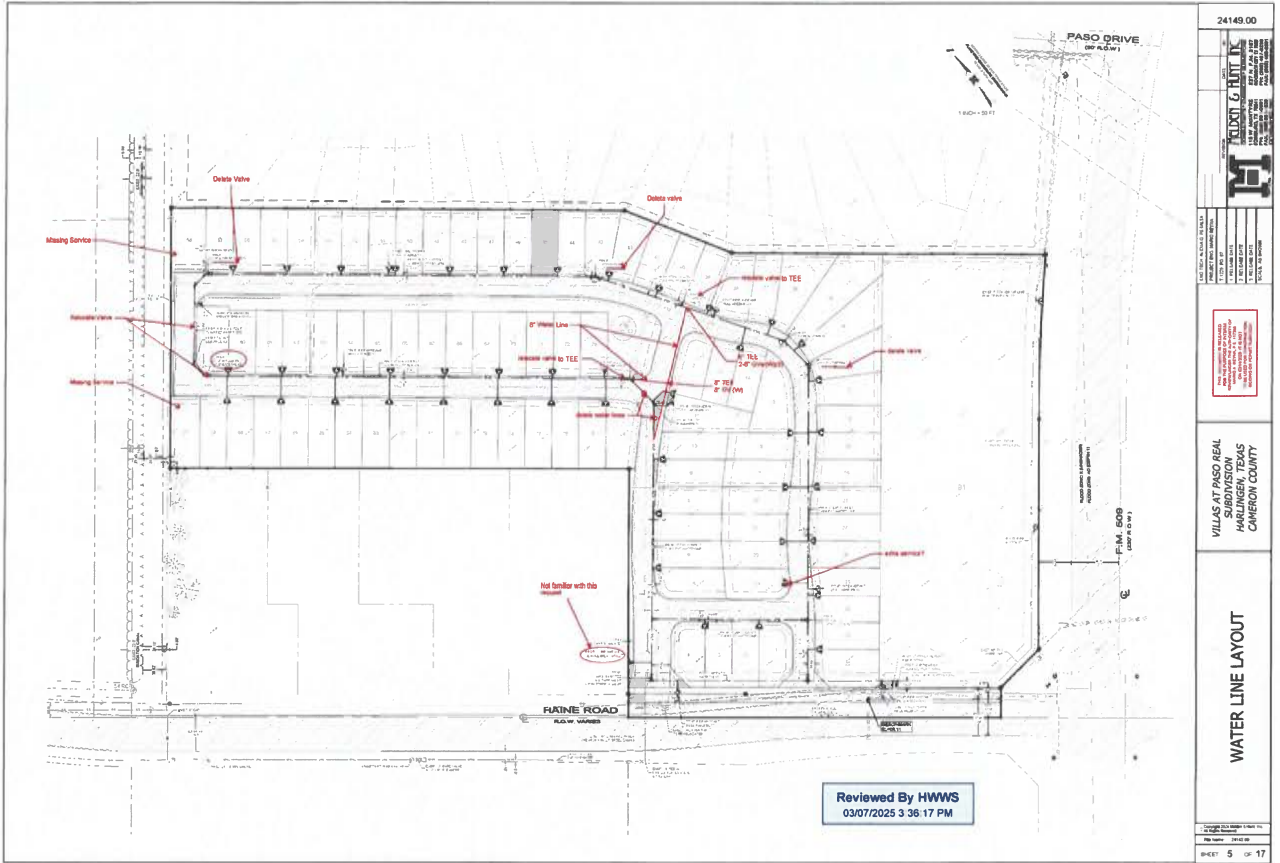
BEFORE ME, the undersigned authority, on this _____ day of _____, 2025, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein stated.

Given under my hand and seal of office this _____ day of _____, 2025.

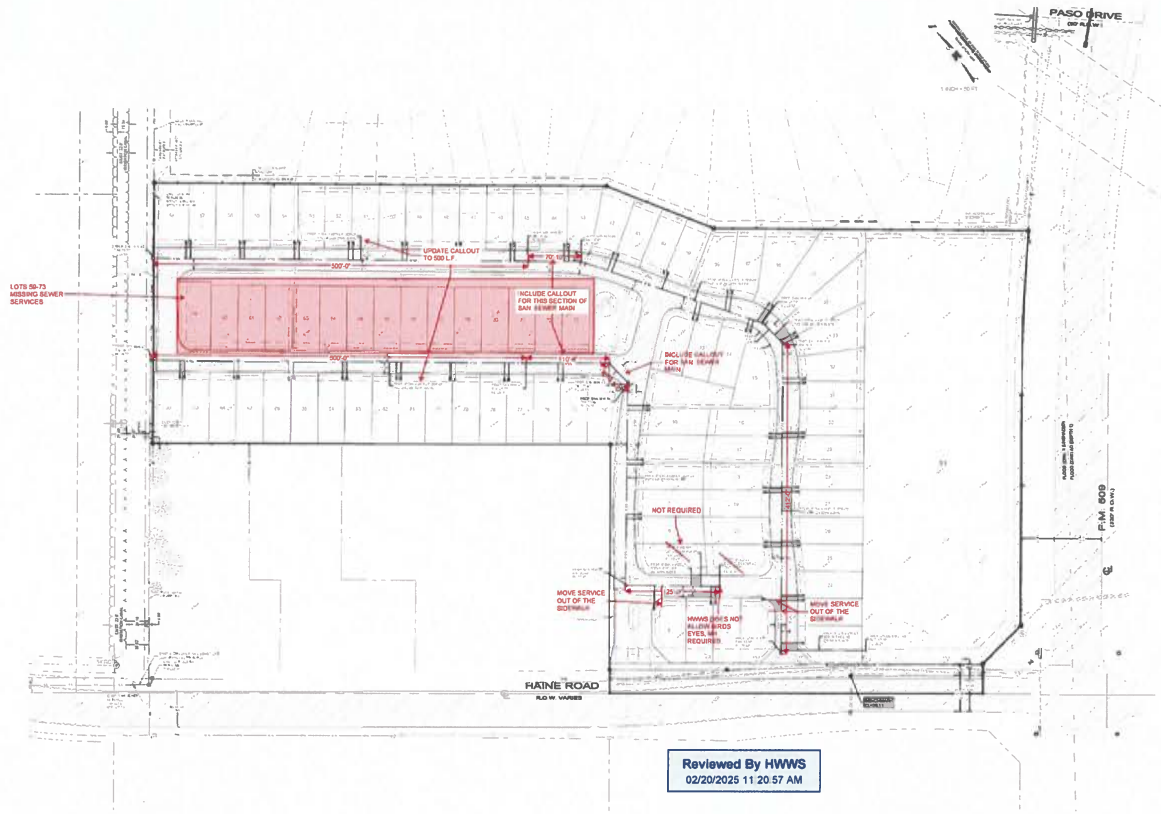
Notary Public in and for the State of Texas
My Commission Expires _____



Attachment VIII – Harlingen Water Works



AttachmenVIII– Harlingen Water Works System



24149 00	
VILLAS AT PASO REAL SUBDIVISION HARLINGEN, TEXAS CAMERON COUNTY	
SANITARY SEWER LAYOUT	
DATE: 02/20/2025 TIME: 11:20:57 AM BY: HWWS CHECKED BY: HWWS APPROVED BY: HWWS	
SHEET 6 OF 17	

Consideration and possible action to approve the preliminary construction plans and final plat with conditions of the proposed Villas at Paso Real Subdivision, bearing a legal description of 12.537 acres being a part of Portion out of Lots 1, 2, 7, and 8, Block 146, located at the northwest corner of Haine Road and FM 509. Applicant: Melden & Hunt, INC c/o HDP Paso Real, LLC

Interim Planning and Development Director, Soledad Núñez, presented the following information related to the approval of the subdivision, as follows:

- An Aerial View of the subject property highlighted in red was presented.
- The subdivision consists of ninety-two (92) single-family residential lots and one (1) commercial lot.
- A copy of the final plat was presented. The commercial lot will front FM 509.
- Ms. Núñez stated that the proposed development is consistent with the Planned Development zoning that was obtained a few months ago and that the drainage requirements do meet the fifty (50)-year standard.
- Water and wastewater will be provided by Harlingen Water Works.
- The developer will be required to pay Park Fees to Park Zone number two (2). Park fees are currently four hundred and seventy-five dollar (\$475) per dwelling unit. The total to be paid is forty-three thousand and seven hundred dollars (\$43,700) in park fees.
- The Park Zone Map was presented. Ms. Núñez explained that Park Zone Two (2) is the southeast zone.
- The Park Zone Chart was presented. Ms. Núñez showed that for that zone, there are only currently nine hundred dollars (\$900). She said that once the subdivision is completed and the fee is paid, we will have forty-three thousand seven hundred dollars (\$43,700) added to that zone.
- Staff is recommending approval of the preliminary construction plans and final plat with conditions.

The Chairman thanked Ms. Nunez. He asked if there were any questions for Staff.

Upon hearing none, the Chairman stated there was no Public Hearing on this item and said that if there was a motion, he would entertain it now. Cmr. Flores made the motion to approve. Cmr. Cantu seconded the motion. The Chairman asked if there was any further discussion and upon hearing none, move the motion to a vote. The motion passed unanimously.

**AGENDA ITEM
EXECUTIVE SUMMARY**

10(9)

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to authorize the City Manager to sign an access and utility easement document for the installation of an additional distribution line on the subject property, bearing a legal description of 0.174 acres out of Block 67, Harlingen Land and Water Company Subdivision. Applicant: AEP Texas. Attachment (**Planning & Development**)

Prepared By: Soledad A. Núñez, CNU-A
Title: Interim Planning and Development Director

Signature: *Soledad A. Núñez*

Brief Summary:

- The applicant is proposing a 12-foot-wide utility and access easement south of an existing City owned ditch.
- An additional electric distribution line is needed to provide electrical service to the battery energy storage facility located at 3700 E. Harrison Avenue. (**ATTACHMENT III**)
- The Engineering Department approved the installation of the additional distribution line subject to the proposed line in the City's Drainage Easement, being 3-feet from the existing concrete ditch bank. (**ATTACHMENT IV**)

Funding (if applicable):

Are funds specifically designated in the current budget for the full ☐ Yes ☐ No*

*If no, specify source of funding and amount requested:

Finance Director's approval: ☐ Yes ☐ No ☐ N/A

Staff Recommendation:

Staff recommends approval.

City Manager's approval: *GH* ☒ Yes ☐ No ☐ N/A

Comments:

City Attorney's approval: *MA* ☒ Yes ☐ No ☐ N/A

Attachment I - Aerial



Attachment II



Attachment III

To Whom It May Concern,

AEP Texas is requesting approval to install an overhead primary electric distribution line to provide electrical service to the East Harrison Aggreko Distributed Generation Battery Energy Storage Project.

The proposed overhead line will deliver 12.47 kV power to the Aggreko facility, enabling the charging of their 10 MW battery system. This infrastructure is essential to support the operational requirements of the battery energy storage system, which plays a key role in enhancing grid stability and energy reliability in the area.

Following a detailed route analysis and evaluation of multiple potential alignments, AEP Texas' Distribution Engineering team has determined that this path represents the most feasible and technically sound solution for delivering service to the site. This alignment minimizes construction complexity, environmental impact, and project timeline delays, while ensuring reliable service to the Aggreko facility.

Should you have any questions, require additional documentation, or wish to discuss this request further, please feel free to contact:

Frank Flores
AEP Texas
Phone: (361) 444-8967

Attachment IV

From: Luis A. Vargas <lvargas@harlingentx.gov>
Sent: Wednesday, April 23, 2025 2:42 PM
To: Taylor DAmico <Taylor.DAmico@aggreko.com>; Roberto Hernandez <RHernandez@harlingentx.gov>
Cc: Christopher Rose <Christopher.Rose@aggreko.com>
Subject: RE: Documents for 4/2 Public Hearing

Good afternoon Taylor,

The City of Harlingen Engineering Department approves the installation of the proposed power poles in the city's drainage easement with the condition that they must be 3 feet from the existing concrete ditch bank. This to provide sufficient space for access/ditch maintenance.
Thank you,

Luis Vargas, PE, CFM
City Engineer

Attachment V

WR: 88302895 - City of Harlingen

- AEP Texas Proposed Distribution Line for Aggreko
- Edge AEP poles are 3ft from edge of canal.
 - Center of poles are approximately 3.5ft from edge of canal.

Reference Location
Latitude: 26.195489
Longitude: -97.665196



Job Description: INSTALL POLES TO FEED AGGREKO BATTERY		WR: 88302895
Customer: AGGREKO		WO:
Location: 26.195489, -97.665196		Date Completed: 4/25/2025
District: 171 - Harlingen	City: Harlingen	County: Hidalgo
Station / Circuit:	N V: 12.47KV	Crew HQ: 11713
Drawn By: April D Gonzalez	Tree Trimming: NO	Phases: ABC N
Tel #: EAST HARRISON STA	Accessible:	OWR: N/A
Issued for:	Scale: 1:100	ESID: N/A
Preliminary		Page: 1 of 1
Rev. 3		

COLOR CODE LEGEND
RED -New Facilities
GREEN -Existing Transfer Facilities



CP 460 (OH/UG) Rev. (01/24)
Town: Harlingen
Submitted by: MC/AG

TX250211
WR#88302895

EASEMENT AND RIGHT OF WAY

CITY OF HARLINGEN, ("Grantor"), for and in consideration of Ten & 00/100 Dollars (\$10.00), and other good and valuable consideration to Grantor in hand paid by **AEP TEXAS INC.**, a Delaware Corporation, whose address is P.O. Box 2121, Corpus Christi, Texas 78403 ("Grantee") the receipt and sufficiency of which is hereby acknowledged and confessed, has GRANTED, SOLD, and CONVEYED, and by these presents does GRANT, SELL, and CONVEY unto Grantee, its successors and assigns, a perpetual easement and right of way for electric distribution lines, consisting of poles made of wood, metal, or other materials, cross arms, static wires, guys, wire circuits, underground cables and conduits, communication circuits, metering equipment and all necessary or desirable appurtenances (including, but not limited to, transformers, meters, vaults, and service pedestals) over, under, across, and upon a portion of the following described land located in Cameron County, Texas, to wit:

SEE EXHIBIT "A" AND "B", ATTACHED HERETO, MADE A PART HEREOF AND INCORPORATED HEREIN FOR
ALL APPLICABLE PURPOSES. (the "Easement Area")

Together with the right of ingress and egress over, under, across and upon the Easement Area and Grantor's adjacent land for the purpose of constructing, operating, reconstructing on poles or burying and replacing underground cables and conduits (including necessary ditching and backfilling), enlarging, inspecting, patrolling, repairing, maintaining, upgrading and removing said lines, circuits, underground cables and conduits, poles, wires and appurtenances; the right to relocate along the same general direction of said lines, cables, and conduits; and the right to remove from the Easement Area all structures, obstructions, trees and parts thereof, using generally accepted vegetation management practices, (whether from the Easement Area or that could grow into the Easement Area) which may, in the reasonable judgment of Grantee, endanger or interfere with the safe and efficient operation and/or maintenance of said lines, cables, conduits or appurtenances or ingress and egress to, from or along the Easement Area.

Grantor reserves the right to use the Easement Area subject to said Easement and Right of Way in any way that will not interfere with Grantee's exercise of the rights hereby granted. However, Grantor shall not construct or permit to be constructed any house or other above ground structure on or within the Easement Area containing Grantee's improvements without the express written consent of Grantee.

RIGHTS AND LIABILITIES

- A. **Valid Existing Rights.** This easement is subject to all valid existing rights. The grantor is not liable to the grantee for the exercise of any such right.
- B. **Absences of Third-Party Beneficiary Rights** The parties to this easement do not

intend to confer any rights on any third party as a beneficiary under this easement.

- C. **Risk of Loss** The grantee assumes all risk of loss to the easement area, in whole or in part due to public health, safety or environmental hazards. Loss of use and occupancy of the easement area may result from but is not limited to theft, vandalism, fire and any firefighting activities, environmental contamination, rising waters, flooding and all other forces of nature. If the authorized officer determines that any portions of the easement area cannot be safely occupied due to a public health or safety or environmental hazard, this easement shall terminate as to those portions of the easement area. Termination under this clause shall not give right to any claim for damages against the City of Harlingen, its agents and officers. The grantee shall be liable for all injury, loss, or damage, including fire suppression costs, prevention and control of the spread of invasive species, and the costs of rehabilitation or restoration of natural resources, resulting from the grantee's use and occupancy of the easement area.
- D. **Compliance with Environmental Laws.** The grantee shall in connection with the use and occupancy authorized by this easement comply with all applicable federal, state, and local environmental laws and regulations, including but not limited to those established pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended, 42 U.S.C. 9601 *et seq.*, the Resource Conservation and Recovery Act, as amended, 42 U.S.C. 6901 *et seq.*, the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 *et seq.*, the Oil Pollution Act, as amended, 33 U.S.C. 2701 *et seq.*, the Clean Air Act, as amended, 42 U.S.C. 7401 *et seq.*, the Toxic Substances Control Act, as amended, 15 U.S.C. 2601 *et seq.*, the Federal Insecticide, Fungicide, and Rodenticide Act, as amended, 7 U.S.C. 136 *et seq.*, and the Safe Drinking Water Act, as amended, 42 U.S.C. 300f *et seq.*
- Definition of Hazardous Material.** For purposes of this easement, "*hazardous material*" shall mean (a) any hazardous substance under section 101(14) of CERCLA, 42 U.S.C. 9601(14); (b) any pollutant or contaminant under section 101(33) of CERCLA, 42 U.S.C. 9601(33); (c) any petroleum product or its derivative, including fuel oil, and waste oils; and (d) any hazardous substance, extremely hazardous substance, toxic substance, hazardous waste, ignitable, reactive or corrosive materials, pollutant, contaminant, element, compound, mixture, solution or substance that may pose a present or potential hazard to human health or the environment under any applicable environmental laws.
- E. **Oil Discharges and Release of Hazardous Materials.** The grantee shall immediately notify the Harlingen City Manager of any oil discharge or of the release of a hazardous material in the easement area in an amount greater than or equal to its reportable quantity, in accordance with 33 CFR Part 153 and 40 CFR Part 302. For the purposes of this requirement, "oil" is as defined by section 311(a)(1) of the Clean Water Act, 33 U.S.C. 1321(a)(1). The grantee shall immediately notify the Harlingen City Manager or his designated representative of any release or threatened release of any hazardous material in or near the easement area which may be harmful to public health or welfare.
- F. **Remediation of Release of Hazardous Materials.** The grantee shall remediate any release, threat of release, or discharge of hazardous materials that occurs in connection with the grantee's activities in the easement area, including activities conducted by the

grantee's agents, employees, or contractors and regardless of whether those activities are authorized under this easement. The grantee shall perform remediation in accordance with applicable law immediately upon discovery of the release, threat of release, or discharge of hazardous materials. The grantee shall perform the remediation to the satisfaction of the authorized officer and at no expense to the City of Harlingen upon revocation or termination of this easement, the grantee shall deliver the easement area to the City of Harlingen in compliance with all applicable laws and regulations and free and clear of contamination.

- G. **Duties upon Termination of Use.** Unless Grantor agrees in writing, within six (6) months after Grantee ceases using the property for utilities, Grantee shall fully restore and level the surface of lands affected by the Grantees use of the easement to the same condition as existed prior to Grantees acquisition of the easement.

TO HAVE AND TO HOLD the above described property for said utility and other valid public purpose unto Grantee, its successors and assigns, forever, and Grantor does hereby bind itself, its successors and assigns, to warrant and forever defend, all and singular, the said premises unto Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

SIGNED and effective this _____ day of _____, 2025.

Mayor Norma Sepulveda for
The City of Harlingen, Texas

ACKNOWLEDGMENT

STATE OF TEXAS §
 §
COUNTY OF CAMERON §

This instrument was acknowledged before me on _____, 2025 by Norma Sepulveda, Mayor of The City of Harlingen, Texas.

Notary Public - State of Texas

My Commission Expires _____

Exhibit "A"

DESCRIPTION

STATE OF TEXAS
COUNTY OF CAMERON

BEING all that 10 foot wide AEP Easement over, across and through Block 67 Harlingen Land and Water Company Subdivision Cameron County, Texas and being part of that called 3.245 acres of land described in a deed to the City of Harlingen, recorded in book 542, page 604 of the Deed Records Cameron County Texas, being further described as follows:

BEGINNING at a calculated point for a corner, said point having a coordinate of N:16597308.70, E:1258619.76, from which a 1/2 inch steel rod, capped "MOORES 6370" found at the intersection formed by the west line of North Loop 499, with the common line of said 3.245 acres and that called 5.831 acres of land as described in a deed to Neal Bonner, Book 3128, Page 289 of the Official Public Record Cameron County Texas, bears South 00 degrees 26 minutes 31 seconds east, a distance of 8.02 feet

THENCE the following courses and distances through said 3.245 acres

South 89 degrees 29 minutes 50 seconds West a distance of 630.61 feet to a calculated point for a corner, from which a 1/2 inch steel rod, capped "MOORE 6370" found, bears South 61 degrees 50 minutes 31 seconds West, a distance of 17.28 feet for reference,

North 00 degrees 30 minutes 10 seconds West a distance of 10.00 feet to a calculated point for a corner,

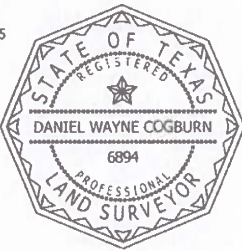
North 89 degrees 29 minutes 50 seconds East a distance of 630.62 feet to a calculated point for a corner in the common line between said 3.245 acres and the west line of N. Loop 499,

South 00 degrees 26 minutes 31 seconds East a distance of 10.00 feet with said common line to the POINT OF BEGINNING, CONTAINING 0.145 ACRES OF LAND

I, the undersigned, do hereby certify that the plat as shown hereon was prepared from an on-the-ground survey performed by me or under my supervision and completed on March 10, 2025; No warranty is made or intended for the location of any or all easements that may exist within the bounds of this survey.


Daniel Wayne Cogburn
R.P.L.S. 6894

Date: March 18, 2025



10' WIDE AEP EASEMENT

0.145 ACRES OUT OF THE BLOCK 67 HARLINGEN LAND AND WATER
COMPANY SUBDIVISION CAMERON COUNTY, TEXAS

BEING PART OF THAT CALLED 3.245 ACRES OF LAND DESCRIBED IN A DEED
TO THE CITY OF HARLINGEN, RECORDED IN BOOK 542, PAGE 604 OF THE
DEED RECORDS CAMERON COUNTY TEXAS.

Job No.:211153

Drawn By: REP

Sheet 2 of 2

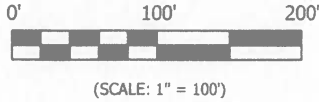
Reviewed By: DWC

Property Address:
N. Loop 499
Harlingen, TX

Prepared For:
Aggreko

Bowman

CENTRAL TEXAS | 5054 Franklin Ave., Ste. A, Waco, TX. 76710
254.776.1519 | TBPELS# 10120600



Line Table		
Line #	Direction	Length
L1	S00° 26' 31"E	10.00'
L2	N00° 30' 10"W	10.00'

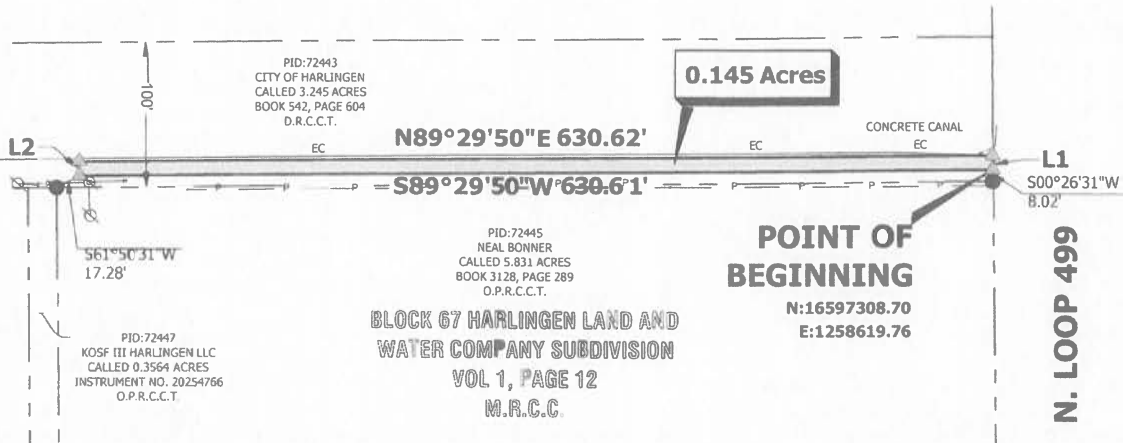
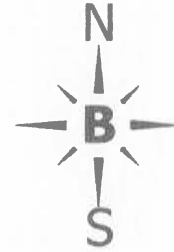


Exhibit "B"

Legend

- Calculated Point
 - 1/2" Steel rod, capped "MOORES 6370" found
 - Existing Power Pole
 - Existing Guy Wire
 - Existing Aerial Utility Line
 - Irrigation Line
 - Edge of Concrete
- O.P.R.C.C.T. Official Public Record Cameron County Texas
D.R.C.C.T. Deed Record Cameron County Texas
M.R.C.C. Map Records Cameron County
PID Parcel Identification Number

NOTES:

- Bearings, distances, and acreage are grid, NAD83 State Plane Coordinate System, Texas South Zone 4205.
- Underground utilities, pipelines, sprinkler systems, valves, boxes, and/or sprinkler heads that may exist, are not shown hereon.
- Record easements, restrictions, and/or covenants are addressed/shown hereon as per items listed in title commitment provided by title company named hereon. Additional recorded and/or unrecorded easements, restrictions, and/or covenants that may exist, are not shown hereon.
- No flood zone determination was made as part of this survey.

10' WIDE AEP EASEMENT

0.145 ACRES OUT OF THE BLOCK 67 HARLINGEN LAND AND WATER
COMPANY SUBDIVISION CAMERON COUNTY, TEXAS

BEING PART OF THAT CALLED 3.245 ACRES OF LAND DESCRIBED IN A DEED
TO THE CITY OF HARLINGEN, RECORDED IN BOOK 542, PAGE 604 OF THE
DEED RECORDS CAMERON COUNTY TEXAS.

Job No.:211153

Drawn By: REP

Sheet 1 of 2

Reviewed By: DWC

Property Address:
N. Loop 499
Harlingen, TX

Prepared For:
Aggreko

Bowman

CENTRAL TEXAS | 5054 Franklin Ave., Ste. A, Waco, TX.
76710 254.776.1519 | TBPELS# 10120600

**AGENDA ITEM
EXECUTIVE SUMMARY**

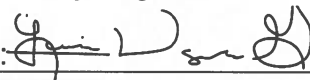
10(b)

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to authorize the City Manager to award a construction contract with SLR Building Contractors, LLC, for the Animal Shelter Outdoor Kennels Extension which was designed in-house by the City's Engineering Department.

Prepared By: Luis Vargas, PE, CFM
Title: City Engineer

Signature: 

Brief Summary:

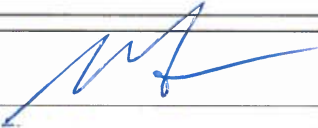
1. The City of Harlingen Animal Shelter is owned by the City and operated by City Staff. The facility was built in the late 90's and it has 41 kennels. Seven for quarantined bite cases and 34 for the general population animals (healthy, non-quarantined). These 34 kennels can hold 1 to 3 animals.
2. This project consists in the construction of an outdoor kennel facility to reduce the spread of airborne illnesses and increase the capacity of the Animal Shelter.
3. The new facility will have 29 outdoor kennels on a 22 ft by 80 ft concrete slab with a prefabricated metal shade structure. The proposed facility includes ceiling fans for ventilation, new plumbing (water and wastewater), new lighting and power outlets, new fencing with manual vehicle gates and road access improvements. The kennels will be 4 ft by 5 ft with masonry walls and chain link fence gates.
4. At the City's Health Department request, one kennel was enlarged to fit bigger animals. This kennel will be 9 ft by 5 ft.
5. The proposed facility will be located behind the existing building, next to the service patio, for ease of access to Staff. See attached exhibits.
6. The construction project was advertised in local newspapers and on an online platform. The City received seven bids:
 - 1) SLR Building Contractors, LLC - \$237,350.00
 - 2) Fuerza Construction, LLC - \$298,615.00
 - 3) Stellar Horizon, Inc - \$308,480.00
 - 4) Araiza General Construction, LLC - \$347,761.28
 - 5) 8/A Builders, LLC - \$339,000.00
 - 6) CRC Development & Construction, LLC. - \$332,651.54
 - 7) 2LG Construction, LLC - \$325,920.50
7. The City recommends the selection and award of a construction contract to SLR Building Contractors, LLC as the lowest bidder.

Funding (if applicable):			
Are funds specifically designated in the current budget for the full amount for this purpose? ☒ Yes ☐ No*			
*If no, specify source of funding and amount requested:			
Finance Director's approval:	☒ Yes	☐ No	☐ N/A

Staff Recommendation:
Staff recommends approval.

City Manager's approval: 	☒ Yes	☐ No	☐ N/A
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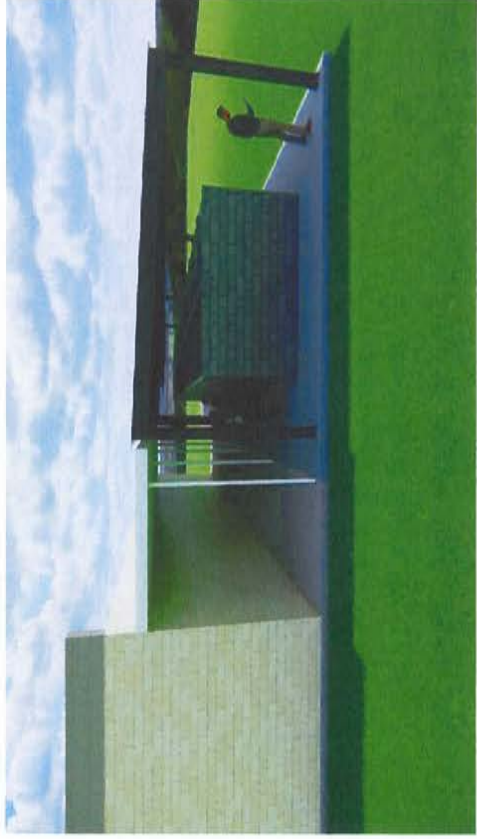
Comments:

City Attorney's approval: 	☒ Yes	☐ No	☐ N/A
---	---	-----------------------------	------------------------------

PROJECT LOCATION MAP



WEST VIEW



NORTH VIEW



SOUTHEAST VIEW



SOUTH VIEW



10(i)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to select the highest ranking consulting firm and authorize the City Manager to negotiate and execute a contract pursuant to RFQ No. 2025-08 Historic Resources Survey. Attachment (*Special Projects Department*).

Prepared By: Ana Hernandez, Mobility & Special Projects Director

Brief Summary:

The city issued RFQ No. 2025-08 Historic Resources Survey on April 21, 2025, seeking qualified consultants to perform a Historic Resources Survey to identify, document, and evaluate historic properties within four designated areas of the city.

One consulting firm submitted a response to the RFQ. The submission was reviewed by an evaluation committee comprised of the Downtown Director, Interim Planning and Development Director, Special Projects Director, and Grant Coordinator. The evaluation forms and overall score are attached to this item.

This project will be funded in part by a matching grant from the National Trust for Historic Preservation Fund of the National Trust for Historic Preservation. Final consultant selection is contingent upon approval by the National Trust for Historic Preservation.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount (Yes/No):

*If no, specify source of funding and amount requested:

Finance Director's approval (Yes/No/NA):

Staff Recommendation:

Staff recommends the selection of the highest ranking firm.

City Manager approval:

Comments:

City Attorney's approval:

RFQ No. 2025-08 Historic Resources Survey
Committee Evaluation Results

Respondent Name: Integrated Environmental Solutions

Evaluator Name	Project Approach	Professional Qualifications of Firm and Team	Firm Capability and Past Experience	Familiarity with Applicable Rules and Regulations	Total
Alexis Riojas	30	40	15	10	95
Sol Nunez	20	35	20	10	85
Francisco Martinez	28	30	20	7.5	85.5
Ana Hernandez	25	35	15	10	85

RFQ. NO. 2025-08 HISTORIC RESOURCES SURVEY
RESPONSE EVALUATION FORM

Selection Criteria	Point Range	Score
Project Approach	0-30	30
Professional Qualifications of Firm and Team	0-40	40
Firm Capability and Past Experience	0-20	15
Familiarity with Applicable Rules and Regulations	0-10	10
TOTAL	0-100	95

Respondent Name:

Integrated Environmental Solutions, LLC

Evaluator Name:

Alexis Riojas



Date:

5/13/2025

RFQ. NO. 2025-08 HISTORIC RESOURCES SURVEY
RESPONSE EVALUATION FORM

Selection Criteria	Point Range	Score
Project Approach	0-30	20
Professional Qualifications of Firm and Team	0-40	35
Firm Capability and Past Experience	0-20	20
Familiarity with Applicable Rules and Regulations	0-10	10
TOTAL	0-100	85

Respondent Name:

Evaluator Name:

Date:

Soledad A. Núñez

5/14/2025

RFQ. NO. 2025-08 HISTORIC RESOURCES SURVEY
RESPONSE EVALUATION FORM

Selection Criteria	Point Range	Score
Project Approach	0-30	28
Professional Qualifications of Firm and Team	0-40	30
Firm Capability and Past Experience	0-20	20
Familiarity with Applicable Rules and Regulations	0-10	7.5
TOTAL	0-100	85.5

Respondent Name:

Integrated Environmental Solutions, LLC

Evaluator Name:

Francisco Martinez



Date:

5/14/2025

RFQ. NO. 2025-08 HISTORIC RESOURCES SURVEY
RESPONSE EVALUATION FORM

Selection Criteria	Point Range	Score
Project Approach	0-30	25
Professional Qualifications of Firm and Team	0-40	35
Firm Capability and Past Experience	0-20	15
Familiarity with Applicable Rules and Regulations	0-10	10
TOTAL	0-100	85

Respondent Name: Integrated Environmental Solutions

Evaluator Name: Ara Hernandez

Date: 3/13/25

RFQ No. 2025-08 Historic Resources Survey

Deadline: May 12, 2024 at 2:00 P.M.	HUB (Yes/No)	Responded (Yes/No)	CIQ Form	Reference Form	Debar & Suspension
1. Colliers Engineering & Design Attn: Kristi Bodine 2020 N Bus. Hwy 35, Aransas Pass, TX 78336 (877) 627-3772 Email: kristi.bodine@collierseng.com	NO	NO			
2. Integrated Environmental Solutions, LLC. Attn: Lacey Gilmore/ Rae Lynn Schneider 301 W. Eldorado Pkwy, Ste 101 (972) 562-7672 Email: rschneider@intenvsol.com	YES	YES	YES	YES	YES
3. Norman Alston Architects Attn: Norman Alston 506 Monte Vista Dr. Dallas, TX 75223 (214) 826-5466 Email: Norm@alstonarchitects.com	NO	NO			
4. Urbano Architects Attn: Laura Carrera 1224 Houston Ave#102, Houston, TX 77007 (832) 444-0012 Email: LC@urbanoarchitects.com	YES	NO			
Companies Solicited: 172 Registered Firms: 4 HUB: 2 HUB Responses: 1					

RFQ No. 2025-08 Historic Resources Survey
Due: Monday, May 12, 2025 @ 2:00 p.m.

1. Colliers Engineering & Design

Attn: Kristi Bodine
2020 N Bus. Hwy 35,
Aransas Pass, TX 78336
(877) 627-3772
Email: kristi.bodine@collierseng.com
HUB Certified: NO

2. Integrated Environmental Solutions, LLC

Attn: Lacey Gilmore/ Rae Lynn Schneider
301 W. Eldorado Pkwy, Ste 101
(972) 562-7672
Email: rschneider@intenvsol.com
HUB Certified: YES

3. Norman Alston Architects

Attn: Norman Alston
506 Monte Vista Dr. Dallas, TX 75223
(214) 826-5466
Email: Norm@alstonarchitects.com
HUB Certified: NO

4. Urbano Architects

Attn: Laura Carrera
1224 Houston Ave#102, Houston, TX 77007
(832) 444-0012
Email: LC@urbanoarchitects.com
HUB Certified: YES

RFQ No. 2025-08 Historic Resources Survey
Due: Monday, May 12, 2025 @ 2:00 p.m.

Solicitation RFQ Notice Information

From: Mari Leal

Sent: Monday, April 21, 2025 12:38 PM

To: lari@ruizarchitectinc.com; info@hhminc.com; epane@hhinc.com; info@hicksenv.com; architecture@ttu.edu; lori@a2studioad.com; maryf@aisysllc.com; Angelliki@AKLarchitecturestudio.com; beth@alamoarchitects.com; alayna.ajar@gmail.com; eli@alvaradoarchitects.com; alysem@ambarchitects.com; lina@autoarch.net; marhoads@abadiaccess.com; accuplandesignbcs@gmail.com; rwest@rw.studio; Cameron@austinarchitectural.com; noe@avilacastillo.com; brown@bwadiversity.com; allison@b2architecture.com; barham@barham-arch.com; bart@bartonapm.com; sramos@beaitx.com; kdeardorff@bgronline.com; jose@bndarchitectural.com; asoto-barker@bsw-architects.com; creynolds@brwarch.com; mbv@bvg4.com; jbarnes@bgkarchitects.com; rfq@bluearrowarch.com; pkillebrew@bravearchitecture.com; andre@csixarchitecture.com; cdaniel@cdaelpaso.com; rvital@cvarchitects.com; jaclyn@ccalandscapearch.com; olga@cg5architect.com; hector@chalearchitecture.com; lenora@chapmanharvey.com; info@conejoarchitects.com; JE@COTERAREED.COM; tahir.kanch@craftecglass.com; dmurphy@crawford-usa.com; mcamargo@cacollc.com; ebeaman@casabella-architects.com; jaima.sims@circlevla.com; cocreatearchitects@yahoo.com; nsbullard@clkarch.com; acoleman@trybaarchitects.com; msam888@yahoo.com; djedkins@des-ae.com; sloaiza@drsarchplan.com; debra@debradockeryarchitects.com; wwong@dwainc.net; mdouglas@douglasarchitects.net; erozypal@edrarchitects.com; edvela@flash.net; cecilia@exigoarch.com; dfulwiler@elementsofarc.com; admin@elevate-architecture.com; esarch@sbcglobal.net; rhernandez@english-architects.com; sximenes@explorationarchitecture.com; jleekie@fender-andrade.com; marketing@fgmarchitects.com; mnavarro@fisherheck.com; info@fpcarch.com; fyeh@att.net; gerry@gaarchs.com; info@galvinorloff.com; abell@gvsa.com; tdeclercq@ghc-arch.com; lgomez@gsoarchitects.com; fandrade@gsr-andrade.com; gerry@gn-architect.com; shensley@h4engineers.com; glenda@hpa1962.com; kpadgett@harrisonkornberg.com; hrodriguez@hildamrodriguez.com; linda@hroarchitects.com; bmcmillan@idgarch.com; irene@in2arch.com; kristin@inflectionarch.com; jose@cotovi.com; jacqui@jdaistudio.com; j.lucio@jalarchitectgroup.net; juan@jgma.com; ada@jobecorral.com; jmcclain@jr2architects.com; michael@jsarch.com; becky@kaharchitects.com; kafil.jamil@kjarch.com; marketing@ksq.design; betty@levydykema.com; lettieh@lh2architecture.com; lisa@lkbarchitecture.com; office@la-n-d.com; vanessa@loarchitecture.com; lopez@lopezsalas.com; aloya@loyawilke.com; kathy_s@mackeymitchell.com; michaeladame@mapsarchitects.com; michaeladame@mapsarchitects.com; rsmith@mayseassociates.com; mross@mckinneyyork.com; rfq@methodarchitecture.com; amireles@psrbbcommgroup.com; JMORA@MIJARESMORA.COM; rudym@milnet-archservices.com; INFO@MIRORIVERA.COM; info@mnkarchitects.com; ashley@mod-architecture.com; clemente@modusarchitecture.com; mark@mpstud.io; nalmaguer@molinawalker.com; madeline@slayarchitecture.com; ricardom@martinez-architects.com; charylmd@mcafee3.com; mkhan@mnkhan.com; LWARREN@TWGARCH.COM; nick@ncapartners.com; dnegrete@nekoarch.com; nmathur@nmaarchitecture.com; norm@alstonarchitects.com; natalye@appelarchitects.com; nhusseini@nourarch.com; amoran@moranarch.com; orlando@omusarchitecture.com; design@patarch.com; info@payandesign.com; vfuentes@pdgarchitects.com; renitaw@pgarchitects.com; amandas@precisionarchitecture.com; alec.luong@projectluong.com; celeste@ponce-architecture.com; cesar@qdr4.com; rtarch@swbell.net; awalke@rsarchitects.com; odisray@gmail.com; tmlano@redlinearchitecture.com; dortiz@rdlr.com; jrojas@rgmarchitects.com; luis@rofainc.com; Armand@rvaarch.com; info@reliancearchitecture.com; ERICHTER@RICHTERARCHITECTS.COM; trobey@robeyarchitecture.com; ardis.clinton@scientiaarchitects.com; nschreiber@slat.us; saainc@saarchitects.net; sara@skarchgroup.com; smr@smr-la.com; enava@sntarchitects.com;

RFQ No. 2025-08 Historic Resources Survey
Due: Monday, May 12, 2025 @ 2:00 p.m.

lars@larsstanley.com; cclee@stoaintl.com; Rudy@StudioDesignBuild.com; ssims@sims-architects.com; tsmith@sc-arch.com; alston@solstudioarchitects.us; andrea@springarchitects.com; amy@steinbomer.com; merrie@talleyla.com; mckenzie.clippinger@moregroup-inc.com; ccorrales@tedtroutarch.com; kim@tcarch.com; tony@txarchsolutions.com; raynasuther@yahoo.com; mpuente@ufarc.com; info@urbanoarchitects.com; lgrozdanich@vlkarchitects.com; ADMIN@XACCOLLECTIVE.COM; a.yong@yongarchitects.com; BusinessOfficeCompliance@zgf.com; info@studioziga.com

Cc: Ana Hernandez <ahernandez@harlingentx.gov>; Francisco Martinez <fmartinez@harlingentx.gov>; Alexis Riojas <ariojas@harlingentx.gov>; Purchasing Dept. <Purchasing@harlingentx.gov>



RFQ NOTICE

RFQ NO. 2025-08 HISTORIC RESOURCES SURVEY

Notice is hereby given that the City of Harlingen, TX is requesting statements of qualifications from qualified consultants to perform a **Historic Resources Survey** to identify, document, and evaluate historic properties within designated areas of the City. Interested firms must register with the Purchasing Office at Purchasing@harlingentx.gov. The deadline for submission is **2:00 p.m., Monday, May 12, 2025**, in the Purchasing Office located at 404 S. 54th Street, Harlingen, TX 78550.

The City of Harlingen does not discriminate on the basis of race, color, creed, sex, gender, age, familial status, disability, or national origin in employment or provision of services, programs, or activities. Small, minority, and women business enterprises are encouraged to submit their qualification statement for consideration. The City of Harlingen reserves the right to refuse and reject any or all responses and to waive any or all formalities or technicalities, and to accept the proposal considered the best and most advantageous to the City.

City of Harlingen - Purchasing Department
404 S. 54th St., Harlingen TX 78550
(956) 216-5316
Email: purchasing@harlingentx.gov

Bidder Registration Information

IF YOUR COMPANY IS INTERESTED IN PARTICIPATING, PLEASE EMAIL THE REGISTRATION INFORMATION BELOW TO PURCHASING@HARLINGENTX.GOV TO REQUEST A BID PACKET.	
Company Name:	
Company Address:	
Phone #:	
Fax#:	
Contact Person Name(s):	
Email Address(s):	
HUB Certified (Yes/No):	
HUB Certification#:	



REQUEST FOR QUALIFICATIONS

RFQ NO. 2025-08 HISTORIC RESOURCES SURVEY

DEADLINE: MAY 12, 2025 @ 2:00 PM CST

CITY MANAGER'S OFFICE

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INTRODUCTION AND BACKGROUND

The City of Harlingen is seeking qualified consultants to perform a **Historic Resources Survey** to identify, document, and evaluate historic properties within designated areas of the City. The goal of the survey is to establish a foundational inventory of historic resources that will inform preservation planning efforts, support policy decisions, and assist in identifying properties that may be eligible for listing on local, state, or national historic registers.

This Request for Qualifications (RFQ) is issued to solicit Statements of Qualifications (SOQs) from firms or individuals with proven expertise in historic preservation, architectural history, cultural resources management, and related disciplines. The ideal consultant will have substantial experience conducting similar historic resources surveys for Texas Certified Local Governments (CLG) and be thoroughly familiar with the National Preservation Trust Fund Grant Guidelines, the Texas Historical Commission's Historic Resources Survey Guidelines, and the Secretary of the Interior's *Standards for the Treatment of Historic Properties*.

The selected consultant will be expected to complete the required work in compliance with the guidelines and standards listed above. All work must be completed within 12 months of contract execution.

This project is funded in part by a matching grant from the National Trust for Historic Preservation Fund of the National Trust for Historic Preservation. A total of \$16,000 is available for the project, including \$8,000 in grant funds and a \$8,000 local match. Final consultant selection is contingent upon approval by the National Trust for Historic Preservation.

SCOPE OF WORK

The selected consultant will be responsible for conducting a Historic Resources Survey in accordance with the Texas Historical Commission's (THC) guidelines, including the Historic Resources Survey Manual and related tools available on the THC website. All survey activities must adhere to THC standards for reconnaissance-level and/or intensive-level documentation, as appropriate, and comply with the Secretary of the Interior's *Standards for the Treatment of Historic Properties*.

As part of the grant proposal approved by the National Trust for Historic Preservation, the City of Harlingen has identified four (4) distinct areas that the survey must document and evaluate historic resources:

1. Downtown Harlingen (Original Townsite)
2. Parkwood Subdivision
3. Valley International Airport / Marine Military Academy Area
4. Residential Properties near Sunshine Strip and Grimes Road

The selected consultant will complete a mix of reconnaissance-level and intensive-level documentation, depending on resource significance and availability of historic data, with a focus on identifying properties and areas potentially eligible for local, state, or national historic designation.

The selected consultant will be expected to perform the following tasks aligned with the best practices in historic resources surveys:

- A. Project Kickoff:** Consultant must hold a project initiation meeting with City staff to define the work plan and schedule.
- B. Research Design and Fieldwork Methodology:** Consultant must develop a research design, fieldwork methodology, and survey forms; define the period(s) of significance and research questions; and produce survey area maps and preliminary bibliography.
- C. Data Processing:** Consultant must compile and analyze field and archival data; identify high-priority properties for intensive-level documentation; and generate preliminary recommendations for significance and integrity.

- D. Draft Survey Report and Historical Context:** Consultant must prepare a draft survey report with context, findings, maps, and appendices that satisfy THC's guidelines.
- E. Final Survey Report and Historical Context:** Consultant must revise and finalize the report based on City feedback as well as submitting digital files including the final report in PDF, photos in JPG format, survey data in MS Excel and GIS-compatible formats (e.g., KML or shapefiles).
- F. Presentation of Findings:** Upon completion, the consultant must present key findings and recommendations at a Harlingen City Commission Meeting.
- G. Deliverable Formats:** Deliverables must be prepared in formats acceptable to THC, including the required survey forms, digital photographs, GIS data, and a final report that summarizes findings, methodology, and recommendations, as applicable. All files shall be delivered electronically.
- H. Project Timeline:** All tasks must be completed within 12 months of contract execution. A detailed schedule with interim deadlines will be developed by the selected consultant upon contract award.

CLARIFICATION AND/OR REVISIONS OF THIS RFQ

The City of Harlingen requests that all requests for clarifications be submitted in writing to the attention of Mari Leal, Procurement Supervisor at purchasing@harlingentx.gov. Written and/or emailed questions will be accepted no later than **Friday, May 2nd, 2025 at 3:00 P.M.** Responses will be emailed to all respondents by Tuesday, May 6th, 2025. Telephone inquiries will not be accepted.

GENERAL TERMS AND CONDITIONS

INSURANCE

Respondents are required to comply with the City's minimum insurance requirements and furnish acceptable proof of payment of insurance premiums. The successful respondent must provide a Certificate of Insurance made to the City of Harlingen, 118 E. Tyler Avenue, Harlingen, TX 78550, and reference the project number and project name. All certificates must be received and approved by the City's Risk Manager prior to the commencement of any work.

Policies must name the City as an "additional insured" and the cancellation provisions extended to thirty (30) days in writing. In the event the insurance coverage expires prior to the completion of the executed contract, a renewal certificate must be issued thirty (30) days prior to said expiration date. Coverage shall be acquired and maintained for the duration of the contract period. The City requires the following:

Type of Coverage	Limits	
Professional Services (Errors and Omissions/Professional Liability)	\$1,000,000	Each claim limit
	\$2,000,000	Aggregate limit
Worker's Compensation	\$500,000	Each Accident
Employer's Liability	\$500,000	Disease, Policy Limit
	\$500,000	Disease, Each Employee
Commercial General Liability	\$1,000,000	Each Occurrence
	\$2,000,000	General Aggregate
	\$2,000,000	Products-Completed Operations
	\$1,000,000	Personal & Advertising Injury

	\$50,000	Fire Damage
	\$5,000	Medical Expense
Commercial Automobile Liability	\$500,000	Each Accident Limit

NON-COLLUSION

Firms, by submitting a signed submission, certify that the accompanying submission is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Texas or United State Law.

LOBBYING RESTRICTIONS

Respondent agrees to comply with the lobbying requirements applicable to federally assisted contracts and subcontracts of \$100,000 or more as required by 49 C.F.R. part 20.

NON-DISCRIMINATION

Firms, during the performance of this contract, will not discriminate against any employee or applicant because of race, color, religion, sex, handicap, familial status, national origin, or any other classification protected under the law in employment or the provision of services. Further, the City prohibits retaliation against a person who files a complaint of discrimination, participates in an Office of Federal Contract Compliance Programs (OFCCP) proceeding, or otherwise opposes discrimination under Federal law.

CIVIL RIGHTS AND EQUAL OPPORTUNITY

The Federal Equal Employment Opportunity (EEO) requirements as defined in 49 U.S.C. Section (h)(3) will apply to this contract.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

Firms that are debarred, suspended or otherwise excluded from or ineligible for participation in federal assistance programs may not undertake any activity in part or in full under this project.

SUBCONTRACTING

The successful firm may not subcontract the award without the written consent of City.

PROCESSING TIME FOR PAYMENT

Firms are advised that a minimum of thirty (30) days is required to process invoices for payment.

ELECTRONIC TRANSMISSION OF RESPONSES:

City of Harlingen's Purchasing Department will not accept telegraphic or electronically transmitted submissions.

PROOF OF FINANCIAL AND BUSINESS CAPABILITY

Respondents must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. The City of Harlingen will make final determination as to the vendor's ability.

RESPONDENT DEFAULT

The City of Harlingen reserves the right, in case of firm default, to procure the articles or services from other sources and hold the defaulting vendor responsible for any excess costs occasioned thereby.

RFQ PREPARATION COSTS

City of Harlingen will not be held liable for any costs incurred by a Respondent for work performed in the preparation of and production of a RFQ or for any work performed prior to execution of contract. The City will not reimburse any expenses related to respondent's travel in connection with this RFQ.

RESTRICTIVE OR AMBIGUOUS SPECIFICATIONS

It is the responsibility of the respondent to review the request for qualifications (RFQ) packet and to notify the Purchasing Department if the specifications are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the specifications must be received in the Purchasing Department not less than seventy-two hours (72) prior to the time set for the submittal deadline. These requirements also apply to specifications that are ambiguous.

WAIVING OF INFORMALITIES

City of Harlingen reserves the right to waive minor informalities or technicalities when it is in the best interest of the City of Harlingen.

PARTIAL CONTRACT AWARD

The City reserves the right to award one contract for some or all of the requirements proposed or award multiple contracts for various portions of the requirements to different respondents, or to reject any and/or all statements of qualification and re-solicit for statement of qualifications, as deemed to be in the best interest of the City.

PROOF OF FINANCIAL AND BUSINESS CAPABILITY

Firms must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. The City of Harlingen will make final determination as to the vendor's ability.

CONFLICT OF INTEREST QUESTIONNAIRE

Chapter 176 of the Texas Local Government Code requires entities seeking to contract and/or contracting with local government entities, such as cities, for the sale of goods or services, and their agents, to complete, sign and file a Conflict of Interest Questionnaire (Form CIQ) with the City of Harlingen. If the Submitter has a business relationship with the City or with a City Official, the name of the City contact or City Official must be disclosed on the enclosed CIQ Form. If the Submitter or a principal of the Submitter has no business relationship with the City or a City Official, write/type in "none" in the form and write/type in the name of the Submitter and person acting for the Submitter and sign the CIQ Form. A blank CIQ Form is enclosed and should be completed, signed and submitted with your Statement of Qualifications. If you are not sure how to fill in the CIQ Form, contact your attorney for advice.

*A sample CIQ Form, to be used ONLY if there is NO business relationship with the City or with a City Official, is included in this packet.

CERTIFICATE OF INTERESTED PARTIES (FORM 1295)

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The

law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

A sample disclosure of interested parties form is included in this packet.

Filing Process:

Starting on January 1, 2016, the commission will make available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form and have the form notarized. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency.

Information regarding how to use the filing application will be available on this site starting on January 1, 2016.

Additional Information can be found at: <http://www.legis.state.tx.us/tlodocs/84R/billtext/html/HB01295F.htm>

SIGNING OF QUALIFICATIONS

To be considered all submittals must be signed. **Please sign the original in blue ink.**

SUBMISSION REQUIREMENTS

Respondents must submit, in a sealed package, one (1) original (identify) and three (3) copies plus one (1) electronic PDF copy on an electronic device of all materials required for acceptance of their proposal **on or before 2:00 pm (CST), May 12, 2024**, to the following address:

Mail to/Deliver to:

**City of Harlingen, Purchasing Department
404 South 54th Street, Harlingen, Texas 78550
Identify Sealed Package as:
RFQ No. 2025-08 Historic Resources Survey**

RFQ CONTENT REQUIREMENTS

The following items should be addressed in the firm's response:

I. PROJECT APPROACH AND SCHEDULE (30 POINTS MAX.):

A narrative description of the firm's approach to completing the work, including anticipated methods, deliverables, and a proposed project timeline that meets the 12-month completion requirement.

This section must include:

1. Statement summarizing project understanding limited to four (4) pages in length.

2. Proposed project schedule for project phasing and anticipated completion date for all project activities within a 12-month period, as required by the National Preservation Trust Fund Grant Program.
3. Statement to which the Respondent's proposed approach will meet or exceed the stated objectives discussed in this RFQ and Scope of Work. The statement must include a discussion of how the consultant would modify the project and/or schedule (within existing constraints and still meeting grant requirements) to better meet the project goals and objectives.

II. PROFESSIONAL QUALIFICATIONS OF FIRM AND TEAM (40 POINTS MAX.):

Description of the firm's qualifications and experience in conducting historic resources surveys, particularly within Texas and in accordance with THC and National Register standards. Description of team training and qualifications as it pertains to the Secretary of the Interior's (SOI) Professional Qualifications Standards (36 CFR 61) and Professional Qualifications Standard.

This section must include:

1. Professional qualifications narrative of firm and team members limited to four (4) pages in length that clearly defines the project manager and key personnel along with a description of their roles, responsibilities and relevant experience.
2. Provide the resumes of all key individuals with the firm that will be working on the project. Resumes for the additional team members, such as subconsultants, should also be included, if applicable.
3. Project team organizational chart limited to one page.
4. Business Data Certification Form (Exhibit A).

III. FIRM CAPABILITY AND PAST EXPERIENCE (20 POINTS MAX.)

Firm's capabilities and experience with similar projects. The response should address the respondent's experience with similar projects, internal procedures and/or policies related to work quality and cost control, management and organizational structure, and capability to perform the work during the duration of the contract.

This section must include:

1. Statement outlining at least four (4) projects completed by the firm demonstrating competence in performing similar work.
2. One representative example of a completed historic resources survey or similar project authored by the firm or project lead.
3. Provide at least three (3) references (names, current phone numbers, and email) specific to similar projects, outlining scope of services, project description, and cost. These organizations may be contacted by the City for verification purposes.
4. Reference Sheet Form (Exhibit B)

IV. FAMILIARITY WITH APPLICABLE GUIDELINES AND REQUIREMENTS (10 POINTS MAX.)

Description of the firm's knowledge of Secretary of the Interior's Standards for the Treatment of Historic Properties, National Preservation Trust Fund grant guidelines, the Texas Historical Commission survey requirements, and other applicable guidelines.

This section must include:

1. Statement summarizing response limited to one (1) page in length.
2. Certification Regarding Debarment and Suspension Form (Exhibit C).
3. Conflict of Interest Questionnaire Form (Exhibit D)

FEE PROPOSAL

Interested qualified firms are not to provide a fee proposal with this submission but should be able to submit a cost proposal on short notice at a later time. The fee will be negotiated in accordance with the Professional Services Procurement Act, Texas Government Code Ann. Section 2254.001, et. seq.

EVALUATION AND CRITERIA

The City intends to retain the services of the firm evaluated to be best qualified to perform the work for the City within the required time frame, experience with similar contracts and clients, extent to which previous clients have found the firm's services acceptable, cost of services, proven ability to deliver work within budget, and other factors considered. The firm will be selected upon the basis of the information provided as requested in this RFQ.

EVALUATION COMMITTEE

An Evaluation Committee that comprises of the Downtown Director, Special Projects Director, Planning and Development Director, and Grant Coordinator will evaluate and score each of the RFQs using the evaluation criteria outlined in this section. Firms responding to this RFQ may not contact members of the evaluation committee.

EVALUATION CRITERIA

Proposals will be scored by the Evaluation Committee using the following criteria (total of 100 points):

1. **Project Approach:** The extent to which the respondent addresses the scope of services, project needs, and work required in adherence to THC, Secretary of the Interior's Standards and Guidelines for Identification, and National Trust for Historic Preservation guidelines. The respondent demonstrates that the firm or the team can deliver the work on time. **(0 to 30 points).**
2. **Professional Qualifications of Firm and Team:** The extent to which the respondent has the staff capacity with the necessary relevant experience and knowledge to complete the project, including compliance with the Secretary of the Interior's Professional Qualification Standards. **(0 to 40 points).**
3. **Firm Capability and Past Experience:** The extent to which the firm's current workload and past experience demonstrates that firm has the ability to meet schedules or deadlines. **(0 to 20 points).**
4. **Familiarity With Applicable Rules and Regulations:** The extent to which the respondent possesses sufficient knowledge and relevant experience of THC survey guidelines, Secretary of the Interior's Standards and Guidelines for Identification, and National Trust for Historic Preservation guidelines through its involvement in past projects of similar scope and complexity, particularly for Certified Local Governments (CLGs). **(0 to 10 points).**

RESPONSE RANKING

The Evaluation Committee will present a shortlist of the top three (3) providers based on the evaluation criteria along with their recommended ranking to the City Commission for approval and authorization to continue. The Mayor and City Commission reserve the right to request formal presentations and/or supplemental information from each provider on the shortlist. The Mayor and City Commission may: (1) approve the Evaluation Committee's ranking recommendation; or (2) rank the most highly qualified providers from the shortlist based on RFQ responses, formal presentations, and/or supplemental information. The City reserves the right to select multiple providers for multiple projects.

INTERVIEWS/PRESENTATIONS

The top three (3) ranked Firms may be requested to provide a detailed proposal (not to include fees) for the project which will consist of a written response and in-person presentation. This proposal will be used to frame a recommendation to the Harlingen City Commission for approval and authorization to continue into a Negotiation Process with the most highly qualified respondent.

NEGOTIATION PROCESS

Negotiations will be initiated with the most highly qualified providers selected by the City Commission to design a detailed scope of work and services including a fee proposal along with a cost breakdown for further consideration. If a mutually satisfactory agreement cannot be reached with the provider, negotiations will be formally terminated.

and the City will proceed with negotiations with the next most highly qualified provider. This process will be repeated as necessary until a mutually satisfactory agreement is reached. When such an agreement is reached, the City Manager will execute a contract pursuant to the agreement and subject to the availability of funding. The City of Harlingen reserves the right to reject any and all proposals.

SELECTION AND SCHEDULES

The City currently anticipates conducting the selection process proceeding in accordance with the following list of milestones. This schedule is subject to revision and the City reserves the right to modify the schedule as needed at its sole discretion.

Event:

RFQ Issuance date
Last day for submitting written questions
Post amendments to RFQ, including answers to questions,
supplements and/or revisions to the RFQ
Qualifications due on or before 2:00 pm (CST)
Interviews/presentations (if needed)
City Commission Selects Firm(s)

Date:

April 21st, 2025
May 2nd, 2025
May 6th, 2025
May 12th, 2025
May 15th- 16th, 2025
May 21st, 2025

EXHIBIT A

BUSINESS DATA CERTIFICATION

Name of Firm: _____

Address: _____

Number of Years in contracting business under present name: _____

Type of work performed by your firm: _____

Have you ever failed to complete any work awarded to you? (Y/N) _____

Have you ever defaulted on a contract? (Y/N) _____

He/She certifies that:

(a) The legal name and the business address of the undersigned are:

(b) The undersigned is : **(Circle One)**

A Single Proprietorship A Corporation organized in the State of _____

A Partnership Other Organization _____

(c) The name, title and address of the owner, partners or officers of the undersigned are:

NAME	TITLE	ADDRESS

(d) The name and addresses of all other persons having a substantial interest in the undersigned, and the nature of the interest are:

NAME	ADDRESS	NATURE OF INTEREST

--	--	--

(e) The names, addresses and trade classifications of all other building construction contractors in which the undersigned has a substantial interest are:

NAME	ADDRESS	TRADE CLASSIFICATION

NAME OF AUTHORIZED REPRESENTATIVE (printed)

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE



RFQ REFERENCE FORM

The following information shall be required to accompany all RFQ submittals.

1. Local company's business name and business information.

Company name: _____
 Address: _____
 Contact Person: _____
 Office Phone #: _____ Mobile #: _____
 Email Address: _____

2. Your Corporate Company's name and business information.

Corporate name: _____
 Address: _____
 Office Phone #: _____ Mobile #: _____
 Email Address: _____

3. Does your company participate in Cooperative Contract Pricing? YES / NO (select below)

___ BuyBoard (TASB) ___ H-GAC ___ Choice Partners ___ GSA ___ ASC
 ___ OMNIA Partners ___ TXMAS ___ Sourcewell ___ TIPS ___ TCI
 ___ TXSmartBuy ___ TXDIR ___ Other: _____
 CO-OP Contract #: _____ Effective Dates: _____ to _____

4. A minimum of 3 references (local preferred).

	<u>Company Name</u>	<u>Contact Name</u>	<u>Phone</u>	<u>Email</u>
(a)	_____			
(b)	_____			
(c)	_____			

5. Municipal projects (local preferred):

	<u>Municipality Name</u>	<u>Project Name</u>	<u>Amount</u>	<u>Completion Date</u>
1.	_____			
	Contact Name, Phone, Email: _____			
2.	_____			
	Contact Name, Phone, Email: _____			
3.	_____			
	Contact Name, Phone, Email: _____			
4.	_____			
	Contact Name, Phone, Email: _____			
5.	_____			
	Contact Name, Phone, Email: _____			

Certification Regarding Debarment and Suspension

U.S. Department of Housing
and Urban Development

Certification A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief that its principals:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency;

b. Have not within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Certification (A)

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of these regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines this eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph (6) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.

Certification B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Certification (B)

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded**, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of these regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a lower covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies including suspension and/or debarment.

Applicant		Date
Signature of Authorized Certifying Official		Title

CONFLICT OF INTEREST QUESTIONNAIRE		FORM CIQ
For vendor or other person doing business with local governmental entity		
This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176 Local Government Code by a person who has a business relationship as defined by section 176.001 (1-a) with a local government entity and the person meets requirements under Section 176.006(a). By law this questionnaire must be filed with the records administrator of the local government entity no later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person knowingly violates Section 176.006, local Government Code. An offense under this section is a Class C misdemeanor.	OFFICE USE ONLY 	
1 Name of person who has a business relationship with local governmental entity.		
2 ☐ Check this box if you are filling an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)		
3 Name of local government officer with whom filer has employment or business relationship. Name of Officer This section, (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has employment or other business relationship as defined by Section 176.001 (1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary. A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire? ☐ Yes ☐ No B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity? ☐ Yes ☐ No C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or Coordinator, or holds an ownership of 10 percent or more? ☐ Yes ☐ No D. Describe each employment or business relationship with the local government officer named in this section..		
4 Signature of person doing business with the governmental entity Date		

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity**This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.**

This questionnaire is being filed in accordance with Chapter 176 Local Government Code by a person who has a business relationship as defined by section 176.001 (1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.
NONE

2 ☐ Check this box if you are filling an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

NONE
Name of Officer

This section, (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001 (1-a), Local Government Code. Attach additional pages to this form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes ☐ NA No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ NA No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or Coordinator, or holds an ownership of 10 percent or more?

☐ Yes ☐ NA No

D. Describe each employment or business relationship with the local government officer named in this section.

4 **PRINT AND SIGN NAME HERE**

TYPE/WRITE IN DATE

Signature of person doing business with the governmental entity

Date

***THIS SAMPLE FORM IS ONLY TO BE USED IF THERE IS NO BUSINESS RELATIONSHIP WITH A CITY OR WITH A CITY OFFICIAL.**

EXHIBIT E

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is no Interested Party. ☐

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address _____
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

ADD ADDITIONAL PAGES AS NECESSARY



IES Response to
RFP No. 2025-08
Historic Resources Survey

Due: May 12, 2025

Point of Contact: Rae Lynn Schneider, President

Integrated Environmental Solutions, LLC

rschneider@intenvsol.com

(972) 562-7672

Integrated Environmental Solutions, LLC |
301 West Eldorado Parkway | Suite 101 | McKinney, Tx | 75069



12 May 2025

Purchasing Department
City of Harlingen
404 South 54th Street
Harlingen, Texas 78550

RE: Response to RFQ No. 2025-08 Historic Resources Survey

Dear Purchasing Department,

Integrated Environmental Solutions, LLC (IES) is pleased to submit this response to the City of Harlingen's request for qualifications for the Historic Resources Survey (RFQ No. 2025-08) of the City of Harlingen (the City). The information herein demonstrates our capabilities and experience in providing the technical services requested by the City in the RFQ. Through this response, we have identified IES's invaluable knowledge, skills, and abilities to conduct the historic resources survey of four areas of interest as described within the RFQ. IES's approach will provide the City with all requested deliverables, including completed survey forms meeting Texas Historical Commission (THC) standards, required photographs, a historic context narrative, Geographic Information Systems (GIS) data, and a survey report. This proposal highlights our team's composition, key personnel, proposed project approach, schedule, and budget.

IES is unique because we are a Woman-Owned Business Enterprise (WBE) that can provide the requested services with our regionally local staff. Our cultural resources staff is comprised of professionals who meet the Secretary of the Interior (SOI) Professional Qualification in Architectural History and have expertise in architectural surveys, National Register of Historic Places (NRHP) evaluations, and the National Historic Preservation Act (NHPA) Section 106 compliance. Our SOI-qualified architectural historians have experience in Texas and have completed several grant-funded projects nationwide. They are experienced with the Texas state inventory form, the NHPA, the SOI Standards, and the vernacular and high-style buildings of Texas and the United States.

IES fully agrees with the solicitation's terms, conditions, and provisions. We are pleased to provide this information for your consideration. Please contact me, or Kevin Stone, at (972) 562-7672 (rschneider@intenvsol.com or kstone@intenvsol.com) if you require additional information.

Sincerely,

Integrated Environmental Solutions, LLC

Rae Lynn Schneider, PMP
President

Integrated Environmental Solutions, LLC | 301 W Eldorado Parkway, Ste. 101

McKinney, Texas 75069 | www.intenvsol.com | ☎ 972-562-7672



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PROPOSED PROJECT APPROACH AND SCHEDULE

PROJECT BACKGROUND AND STATEMENTS OF UNDERSTANDING

The City of Harlingen has requested proposals to complete a Historic Resources Survey of four areas of the City. The project is partially funded by a grant through the Certified Local Government (CLG) Program administered by the THC, in partnership with the National Park Service, U.S. Department of the Interior. The project area is described within the RFQ and encompasses four areas of interest located in and around the city's historic core and surrounding neighborhoods.

IES understands that some portions of the survey area have been previously documented through past historic preservation efforts; however, this project will prioritize comprehensive documentation of all historic-age resources within the identified boundaries, including those previously undocumented or where updated evaluations are necessary. IES will utilize existing documentation of historic districts, individual resources, and other designations made available on THC's Historic Sites Atlas and other online databases and resources to determine which resources have been previously identified.

The areas of interest may include various types of resources that may include single-family residences, commercial buildings, institutional properties, and other structures fifty years of age or older. The total number of individual resources recorded may vary slightly based on field verification, and some parcels may contain multiple contributing resources. As is typical in urban neighborhoods and downtown districts, many historic properties may share walls or be located on subdivided parcels.

Some of these resources may not be eligible for NRHP inclusion due to loss of integrity or lack of significance under National Register criteria. IES understands that the survey will include the preparation of survey forms meeting THC Historic Resources Survey Manual guidelines. All forms and the supporting survey report will conform to THC requirements and standards. The first five completed survey forms will be submitted to the City of Harlingen and/or THC for review before the remaining forms are completed. Photographs will support each form. The final set of survey forms, GIS data, and the survey report will be submitted to the City of Harlingen and THC for review and approval.

IES further understands that the project will be conducted within 12 months following the Notice to Proceed and that the work must be performed by IES staff members who meet or exceed the Secretary of the Interior's Professional Qualification Standards for Architectural Historians as codified in 36 CFR Part 61. All work will be completed in compliance with the NHPA, Secretary of the Interior's Standards and Guidelines for Identification and Evaluation, and THC's Historic Resources Survey Manual and guidance documents.

PROPOSED SCHEDULE

IES developed the following timeline assuming the project award occurs on or before May 31st 2025, and with an understanding that the project must be completed within a 12-month period, which results in an anticipated completion date of June 2026. The official project completion date and deliverable submission dates will be determined after the project award and will not exceed 12 months. After the KOM, the City of Harlingen and/or the THC will receive an updated work plan, if necessary. The following schedule includes the proposed submission of deliverables; some dates are currently provided as estimates based on the RFQ timeline.

<u>Task</u>	<u>Date</u>
Virtual Kick-off Meeting	June 2025
Background Research	June-September 2025
GIS Data Acquisition and Fieldwork Setup	August 2025
Fieldwork	October-December 2025
Sample Survey Forms	January 2026
Draft Survey Forms/GIS Data/Draft Survey Report Submission	January-March 2026
City and/or THC Review Period	March-May 2026
Final Report, Survey Forms, and GIS Deliverables Submission	June 2026



HOW THE PROPOSED APPROACH ADDRESSES PROJECT REQUIREMENTS

The approach proposed herein will allow IES's cultural resources experts to provide the City of Harlingen with thorough documentation of resources within the survey areas as identified in the RFQ. IES employs experienced SOI-qualified architectural historians who will adhere to all applicable federal and state standards and guidelines to thoroughly and efficiently meet the project goals. The systematic field methodology for resource collection will ensure that survey forms and the final survey report meet THC standards using advanced technology. IES's proposed approach will allow expedited and accurate fieldwork, digital data management, and streamlined reporting.

Following fieldwork, IES will submit sample survey forms to allow for comments, which will be incorporated into the full set of drafted survey forms. After the review of sample forms, a full draft set of survey forms, GIS shapefiles, and the draft survey report to the City of Harlingen and/or THC for review. Providing a complete draft package and allowing a review and comment period will ensure that the final deliverables meet the requirements and expectations of the City and THC, allowing for the incorporation of feedback to fully align the final products with the project goals and the expectations of all interested parties.

PROJECT APPROACH

Above-ground architectural/cultural resource surveys are conducted for several reasons. Surveys provide valuable information on specific resources, building types, and building trends; they are also useful planning tools for local, state, and federal agencies and governments. Furthermore, surveys identify resources and districts that may be eligible for inclusion in the NRHP and help provide context for future NRHP evaluations. Typical above-ground surveys include various built resources such as buildings, structures, bridges, cemeteries, and districts. The proposed project will focus on urban architectural resources within the City of Harlingen's Historic Resources Survey area.

Our overall project management approach begins with open and approachable lines of communication that prioritize upfront and routine communication. After the project award, IES will schedule a virtual kickoff meeting (KOM) between the City of Harlingen, THC representatives, and key personnel as deemed appropriate. Materials pertinent to the KOM will be provided to participants before the meeting, and minutes will be recorded and disseminated following the KOM. Utilizing the information collected during the KOM, the approach presented within our proposal response will be amended, as necessary, to create a final work schedule and project approach.

The project deliverables will be completed per the Texas Historical Commission's Historic Resources Survey Manual, and terminology and style assignments will be completed utilizing information found in *A Field Guide to American Houses* (Virginia Savage McAlester, 2013), and other approved resources.

Background Research

Following the KOM, IES Cultural Resources staff will begin pre-fieldwork tasks, including background research. IES spends considerable effort on project planning and development before any field efforts are undertaken. We do this because we want to understand the overall project components and available historical information before field efforts to plan and execute the project efficiently. This upfront planning reduces the potential for unforeseen conditions or obstacles in the field. IES will review the existing NRHP listings and THC Historic Sites Atlas records for the City of Harlingen within the project boundary. During background research, additional sources may be examined. This may include, but is not limited to, historic plats and maps, historic aerial photographs, and property records. Background research will inform the survey report by assisting in determining areas and periods of significance and development history. Previous survey data and recorded resources identified in the THC and NRHP databases will be used to identify previously recorded cultural resources within the project boundary as defined in the RFQ.

The project seeks to identify historic-age resources within the survey area, prioritizing those that have not previously been recorded. Historic-age resources are those that meet the NRHP age requirement of at least 50 years. The proposed project will be completed in 2026; therefore, historic-age resources will be those constructed in or before 1976. Information obtained from previous surveys, NRHP records, THC Atlas records, historic maps, and aerial imagery will be combined with Cameron County Appraisal District property data to identify unrecorded resources constructed in or before the survey cutoff date of 1976. Field verification will determine if the extant resource is of historic age.

Research Design and Fieldwork Methodology

Using information gathered during background research, IES will develop a research design that addresses the fieldwork methodology and approach to survey form completion. The deliverable will also define periods of significance, establish research questions, include proposed survey area maps, and include a preliminary bibliography. The research design will incorporate archival data collected during background research, and analyzing the research data will inform the research questions, periods of significance, and areas of interest for the field survey efforts.



IES understands that portions of the proposed survey area may overlap the boundaries of existing local and nationally listed historic districts or resources. The survey will include resources in the Downtown Harlingen (Original Townsite), Parkwood Subdivision, Valley International Airport/Marine Military Academy Area, and the residential properties near Sunshine Strip and Grimes Road. IES will work with the City of Harlingen and/or the THC to prioritize which areas within the survey boundary may require a focused survey effort. Surveyors will conduct an initial windshield survey to familiarize themselves with Harlingen and the survey area. Surveyors will drive through the survey area to identify general development patterns, resource types, and any additional areas of interest as appropriate. Working in pairs, surveyors will move systematically through the district, walking each block to ensure all historic-age resources are documented and no work is duplicated. The survey will be completed from the public rights-of-way (ROW) unless otherwise agreed upon. The survey will be a combined intensive and reconnaissance-level survey that will focus intensive-level efforts on specific properties deemed of significant interest. IES will coordinate with the City and/or THC to determine which properties will be surveyed at the intensive level.

Resource Documentation

The proposed survey will consist of a pedestrian-based field methodology conducted in compliance with all applicable Texas regulations and federal standards and guidelines. All resources will be documented and evaluated from the public ROW. The survey approach will include a systematic collection of resource information, both photographically and with notes necessary to complete the THC survey forms. Surveyors will use digital tools like ArcGIS's Field Maps to minimize redundancy and prevent data loss. The ArcGIS Field Maps application will be used on smartphones or tablets that meet or exceed the requirements for photographic documentation as outlined by the THC's Historic Resources Survey Manual.

IES has efficiently integrated numerous state and agency resource forms and data standards into our digital data collection parameters and will replicate those processes for the THC survey form upon project award. Predetermined collection parameters aligned with the THC survey form will be selected before the survey to ensure that all necessary survey data will be digitally transferred and correlated with geospatial data. All observations, attributes, and photographs will be stored instantaneously on individual devices. Recording the data in this manner will safeguard the data with minimal loss and error. When applicable, collection attributes will be pre-populated with data choices correlated to the THC survey form, allowing surveys to progress more rapidly than preceding physical paper methods. Specific metadata will be recorded within the GIS attributes, with many automatically calculated when a GPS point is marked within the application. These automation processes streamline deliverable forms and reports, allowing IES to dedicate more time to data analysis.

IES proposes the above-described pedestrian-based survey methodology using advanced technology to survey resources within the survey area during fieldwork activities scheduled between October and December of 2025. The proposed approach will allow qualified architectural historians to photograph resources and enter specific information required on the THC survey form while in the field. The forms will be finalized from the office, utilizing the information entered and geospatial data recorded in ArcGIS Field Maps. This approach will minimize the time spent mobilizing in the field, reducing project expenses.

Survey Forms and Data Review

Photographs and information gathered during the pedestrian survey will be used to complete survey forms meeting the THC Historic Resources Survey Manual guidelines. Each surveyed resource will be documented with at least two photographs, descriptive information, locational data (longitude and latitude coordinates), and a preliminary NRHP eligibility recommendation. Surveyors will use ArcGIS Field Maps for real-time data collection, ensuring that geospatial and photographic information is linked and accurately recorded in the field. Using information gathered during fieldwork and research, architectural historians will analyze field data to generate survey forms and provide recommendations for properties that should be considered for intensive-level documentation. Additionally, this data processing stage of the project will allow for initial recommendations for significance and integrity. Following fieldwork, IES will submit sample forms for the City and THC to review and provide comments before completing additional forms, unless otherwise agreed upon. The complete draft set of survey forms, GIS shapefiles, and a draft survey report to the City of Harlingen in March 2026 for review. Based on feedback from the City and/or the Texas Historical Commission, IES will make any necessary revisions prior to final submission in June 2026.

Survey Report

A survey report will be provided in a drafted format that meets the requirements of the THC Historic Resources Survey Manual, and applicable federal guidelines for architectural/cultural resource survey reports, including the National Park Service White Paper by Barbara Wyatt titled *The Components of a Historic Context* and other applicable National Register Bulletins. Unless otherwise agreed upon, the draft report will include a historic context, findings, maps, and appendices that satisfy THC's guidelines. Recommendations



will be made for individual resources on survey forms and summarized in the final report, with explicit reference to aspects of integrity and relevant evaluation criteria as per 36 CFR 800.

To develop the historic context, SOI-qualified architectural historians may conduct additional research. Research may include, but is not limited to, resources available through the Texas Historical Commission including the Sites Atlas, the Portal to Texas History, local repositories such as the Harlingen Public Library or Cameron County Historical Commission, the University of Texas Rio Grande Valley Libraries, the Texas State Library and Archives Commission, and similar online databases and repositories. The historic context will be arranged thematically and may include, but is not limited to, sections on settlement, commerce, education, and architecture. A period of significance will be developed for each theme included in the context. Additionally, a list of anticipated resource types will be developed for each theme. The themes and periods of significance identified will inform NRHP eligibility recommendations for individual resources and potential districts. Existing reports and inventory records identified within the survey boundary will also inform the historic context and may help establish areas of significance based on prior documentation. The City of Harlingen and/or the THC will have an opportunity to review the submitted draft materials. The proposed draft submission will occur in March 2026, with a review period extending into May 2026 to allow incorporation of any comments prior to final deliverable submission by June 2026, within the required 12-month project period.

Resource Evaluation

The regulatory criteria for evaluating resources for inclusion in the NRHP are codified under the authority of the NHPA as amended (36 CFR 60.4 [a–d]). Each resource will be assessed for individual NRHP eligibility and will be evaluated for inclusion in existing or potential historic districts, unless otherwise agreed upon. Recommendations will identify areas and periods of significance for eligible resources. Recommendations will be included on individual survey forms prepared according to THC standards and summarized in the report findings. Any resources identified as requiring additional research prior to an NRHP eligibility recommendation will be highlighted in the report and will include additional photographs and expanded descriptive information to assist in future evaluation.

Final Report and Survey Forms

Following the City of Harlingen and/or THC review of the draft report and sample survey forms, all comments will be addressed and incorporated into the final deliverables. Unless otherwise agreed upon, the final report will be provided to the City and the THC digitally in Microsoft Word and PDF formats. Comments on the survey forms will also be addressed and incorporated into the finalized THC-compliant survey forms.

Final deliverables will include a finalized survey report, survey forms meeting THC standards, GIS shapefiles containing locational data for all recorded resources, and digital photographic files organized by address or resource number. Deliverables will be submitted electronically via a secure digital transfer method (e.g., cloud-based file sharing or USB drive), and physical copies may be provided if requested by the City of Harlingen or THC. All deliverables will conform to the standards outlined in the Texas Historical Commission's Historic Resources Survey Manual and associated guidance documents.

Quality Assurance/Quality Control

The IES Quality Assurance/Quality Control (QA/QC) objectives ensure that all information and data are technically sound, statistically valid, and properly documented. Our staff provides continual QA/QC across all project phases through ongoing data management, technical reviews, and project management, as products are created and milestones are met. As such, the IES QA/QC objectives start with accurate data collection and data review. Data acquisition will integrate ArcGIS Field Maps for digital data field recording, editing, and reporting. During fieldwork, digital data loss will be mitigated by frequent synchronization and data transfer to cloud-based storage, with local backups on individual field devices. Digital tools will allow the field personnel, GIS staff, and project management team to maintain clear and up-to-date project communication and data reliability regardless of physical location. By using digital data collection methods, IES reallocates the time normally spent on post-processing field data to conduct more in-depth data analysis and reporting.

After field data collection, results will be verified to ensure that locational information, field documentation, and photographic records meet THC standards. The QA/QC during and post-fieldwork will be achieved through technical reviews provided by SOI-qualified architectural historians with the expertise to identify deficiencies in logic, methods, or processes at each project stage. Once the field results have been verified, the reporting process for the project deliverables will commence. All field crew members have a full working knowledge of the equipment used, allowing each team member to efficiently utilize the equipment to its best technological ability. IES maintains a rigorous internal QA/QC process for technical reporting, which includes multiple levels of technical review. The drafted report will be reviewed by the Cultural Resources Department Quality Control Officer before submission to the City of Harlingen and/or the Texas Historical Commission.



PROFESSIONAL QUALIFICATIONS OF FIRM AND TEAM

PROFESSIONAL QUALIFICATIONS NARRATIVE

IES employs SOI-qualified architectural historians and archaeologists holding advanced degrees in their respective fields. The Project Manager and Senior Architectural Historian, Morgan Granger, will lead the survey project in all aspects. She will be supported by Cultural Resource Specialist and SOI-qualified architectural historian Thomas Goodwin, who will assist with research, fieldwork, survey forms, and reporting throughout the project. Mapping, data acquisition, and report figures will be provided by GIS Specialist Thomas Chapman, and QA/QC efforts will be delegated to Cultural Resources Director and Cultural Resource Department Quality Control Officer Kevin Stone. Additional project management and QA/QC support will be provided by IES' authorized representative and President Rae-Lynn Schneider, as necessary.

Principal Points of Contact

Rae Lynn Schneider is the authorized company representative/negotiator for this solicitation. Ms. Schneider works out of our principal office, which is responsible for all billing. For this solicitation, Kevin Stone, Senior Vice President and Cultural Resources Director, is the principal point of contact (POC).



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Kevin Stone
Senior Vice President, Cultural Resources Director
1612 Columbus Avenue, Suite C, Waco, Texas
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Key Personnel

Program Director - Name: Kevin Stone; **Education:** Master of Arts - Texas Tech University - Anthropology; Bachelor of Arts - Abilene Christian University - History; **Registrations:** Registered Professional Archeologist (RPA; 2012-Present); **Years with IES:** 10.



Mr. Stone is an SOI-qualified archaeologist with more than 16 years of cultural resources management experience in Oklahoma, Texas, Arkansas, and Kansas. As Senior Vice President and Cultural Resources Director, he has administered projects requiring all aspects of cultural resources consulting services across the Southern Plains, which has equipped him to provide expert advice and the ability to comprehend the wider regulatory planning, coordination, and permitting processes. Mr. Stone has completed numerous projects requiring assessment of historic-age architectural resources in compliance with the NHPA Section 106. Mr. Stone has conducted reconnaissance surveys, indirect impact assessments, resource evaluation, agency coordination, and mitigation for undertakings seeking to demolish, rehabilitate, or manage historic-age architectural resources. He has completed SHPO coordination for projects impacting historic-age architectural resources administered by the

Federal Emergency Management Agency (FEMA), Dallas-Fort Worth International Airport (DFW), Federal Aviation Administration (FAA), U.S. Army Corp of Engineers (USACE), U.S. Department of Economic Development Association (EDA), U.S. Department of Housing and Urban Development (HUD), and U.S. Environmental Protection Agency (EPA). Mr. Stone is the Cultural Resources Department Quality Control Officer and reviews documents that range from short, no-findings letter reports to multi-chapter reports discussing significant resources, adverse effect determinations, and complex data sets. Mr. Stone will ensure all work meets SOI, NHPA Section 106, and THC standards.

Project Manager - Name: Morgan Granger; **Education:** Master of Science – Clemson University and the College of Charleston – Historic Preservation; Master of Arts – The University of Edinburgh, Scotland – History of Art and Architectural History.



Ms. Granger is an SOI-qualified architectural historian with over 9 years of experience in Texas, Alabama, Arkansas, California, Colorado, Florida, Georgia, Louisiana, Massachusetts, Mississippi, Montana, North Carolina, Oklahoma, Pennsylvania, and Washington D.C. Ms. Granger is a fully remote employee based in Northeast Florida. As Senior Architectural Historian, she has conducted projects requiring all aspects of cultural resources consulting services across the county, this allows her to provide expert advice with large- and small-scale surveys, NRHP eligibility determinations, and regulatory planning and permitting processes. Her project experience includes surveys funded by state and federal programs including Florida's Small Matching Grant Fund, FEMA, and the Texas Historical Commission (THC). Past projects include the Dixie County Historical Survey (FL), Three-



integrated environmental solutions

County Historic Resources Surveys of Aransas, Refugio, and Calhoun Counties (TX), Hillcrest Historical Survey (AR), Historical Resources Survey of Jackson County (FL), Phase II Historic Resources Re-survey of the Local Historic District (Valdosta, GA), Survey and NRHP Nominations of Historic Resources in Alabama (AL), Lake Worth Beach Architectural Survey Phase II and Phase IV (FL), City of St. Augustine Architectural Survey Part 4 (FL), Nassau County-Wide Historic Resources Survey (FL), and the Palm Beach Historical Sites Survey (FL). These surveys made Ms. Granger familiar with vernacular and high-style resources throughout the United States. Additionally, she has project experience with state and federally funded special projects including the THC Online Training Program in Disaster Preparedness for Historic Texas Cemeteries (TX), Fidelis School Building Conditions Assessment and Planning Project (FL), Historic Resource Mitigation in St. Augustine (FL), and the Continental District National Cemeteries Facilities Conditions Assessment (AR, CO, LA, MS, MT, OK, and TX). These projects required strict adherence to established guidelines, timelines, and budgets for various clients, including local municipalities, SHPOs, and the U.S. Department of Veterans Affairs. In compliance with NHPA Section 106, she has provided services to the Texas Department of Transportation (TxDOT), Pennsylvania DOT (PennDOT), New Jersey DOT (NJDOT), the Maryland Transportation Authority (MDTA), the USACE, and the Federal Communications Commission (FCC). Ms. Granger will ensure all work meets SOI, THC, and applicable federal standards. She is a skilled PI with project management experience and a thorough understanding of historic buildings, architectural surveying, digital documentation, compliance, and technical writing and reporting.

GIS Specialist - Name: Thomas Chapman; **Education:** Master of Science– University of Texas, San Antonio – Anthropology and Graduate Certificate in GIS; Bachelor of Art– California State University, Fullerton – Anthropology; Remote Pilot Certification - FAA Part 107 for Remote Pilot Certificate #4081387; **Registrations:** Registered Professional Archeologist



Mr. Chapman is the IES GIS department lead and has 15 years of experience across Texas, Arkansas, and Oklahoma. Mr. Chapman's responsibilities have included managing complex project databases, overseeing the IES company project history database, and spearheading the development of IES photogrammetry and UAS services. Additionally, Mr. Chapman has supported cultural resources compliance and provided GIS and cultural resources services to a range of political subdivisions, federal agencies, and private entities. He has direct experience overseeing and facilitating in the development and implementation of custom GIS probability models depicting the archeological and historic resource likelihoods. Mr. Chapman is experienced with tailoring GIS applications to streamline field data collection for built environment and archaeological resources. He has also developed and implemented strategies to generate state forms, such as the FMSF form, from field

data. Mr. Chapman will serve as the GIS specialist working closely with the Project Manager and architectural historians to create field maps, collect field data, and generate GIS deliverables required for survey forms, mapping, and reporting in accordance with THC and NPS standards.



Kevin Stone
Program Director

Summary of Experience

Mr. Stone has more than 15 years of experience in the cultural resources management field. Mr. Stone has completed projects requiring compliance with the NHPA Section 106 that include reconnaissance surveys, indirect impact assessments, resource evaluation, agency coordination, and mitigation for undertakings seeking to demolish, rehabilitate, or manage historic-age architectural resources. He has successfully completed SHPO coordination for a range of projects impacting historic-age architectural resources. Mr. Stone has completed HABS documentation, prepared historic contexts, designed and produced interpretive signage, and prepared public outreach brochures.

Contact

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EDUCATION & CERTIFICATIONS

Texas Tech University
M.A. Anthropology, 2009
Abilene Christian University
B.A. History, 2002

REPRESENTATIVE PROJECT EXPERIENCE

American Airlines (AA) Campus Redevelopment Project | 2017-2021. Mr. Stone assisted AA, DFW International Airport, and the FAA Southwest Region with the development of the new AA World Headquarters on approximately 260-acres of DFW airport property. Under compliance with Section 106 of the National Historic Preservation Act, the Antiquities Code of Texas, and the National Environmental Policy Act, Mr. Stone conducted and administered the cultural resources survey, which documented NRHP eligible architectural resources associated with the AA Stewardess College that we designated for demolition as part of the project. Mr. Stone maintained open lines of communication with all project stakeholders and the Texas Historical Commission to develop streamlined plans that avoid, minimize, or mitigate impacts to any eligible properties to maintain overall project timelines. Mr. Stone routinely led high level conference calls and meetings with AA project management, DFW Environmental Affairs, and FAA Southwest Region environmental staff discussing cultural resources, regulations, and their implications for the project. Mr. Stone helped guide project proponents through the changes in FAA regulations at the national level, which required significant changes in approach to complete the cultural resources process. Mr. Stone completed HABS equivalent photographic documentation of the AA Stewardess College.

Domain at the Bluff Section 408 Request, City of Fort Worth, Texas | 2016-2019. Mr. Stone administered a multi-faceted cultural resources survey to facilitate a USACE approval for a proposed multi-family development along the West Fork Trinity River. Due to the complexity of the known cultural resources within and adjacent to the project, IES conducted a multi-faceted survey comprised of an archeological survey, above ground resource survey, and Traditional Cultural Property (TCP) assessment. Through the survey, IES documented a large subsurface archeological site (41TR302), 48 historic-aged architectural resources, and one TCP cultural landscape. Through coordination with the USACE-SWF and THC, it was determined that four, early 20th century residences and the TPC known as the Trinity River Bluffs were eligible for listing in the NRHP and would require a Memorandum of Agreement (MOA) to resolve the project's adverse effects. Due to IES's rapid response, comprehensive technical report, streamlined agency coordination, and rapport with agency officials, IES was able to complete the complex survey, draft a technical report, complete THC and USACE-SWF project reviews, facilitate MOA drafting, and obtain MOA execution within 71 days of NTP. As minimization effort, IES helped facilitate the relocation of a Dutch Colonial home from the project area to a corner lot two blocks away from the project.

Ted Trout Drive Housing Project, City of Hudson | 2023. Under compliance with NHPA Section 106 and HUD environmental review, Mr. Stone completed an above ground survey for an 8.7-acre property, which required the NRHP evaluation of nine historic-age residences. Seven of the nine were evaluated for potential indirect visual impacts associated with the project, while two residences were proposed for demolition. Through initial consultation with the THC, the agency determined that a residence, with proposed direct impacts, was eligible for NRHP listing. The demolition of this resource would result in an adverse effect and require avoidance, minimization, and/or mitigation prior to project approval. Due to the project's tight timeline, Mr. Stone presented additional information to the THC that documented significant modifications to the residence that would preclude the property from being NRHP eligible. This effort required additional photographic documentation, obtaining oral history accounts, and a ~~day~~ ^{day} visual and verbal summary of modifications. Utilizing Mr. Stone's rapport with the THC, the additional coordination was completed within two weeks of the THC initial comment, allowing the overall project to remain on schedule.



MORGAN GRANGER

Project Manager
Senior Architectural Historian

Summary of experience

Ms. Granger has more than 9 years of experience in the cultural resources management field, having completed projects requiring assessment of historic-age architectural resources in compliance with the NHPA Section 106, reconnaissance and intensive level surveys, resource evaluation, and related preservation and historian services. She has successfully completed or assisted with projects for THC, TxDOT, ODOT, PennDOT, MDTA, NJDOT, FCC, NPS, VA, and various local and state municipalities.

Contact

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EDUCATION & CERTIFICATIONS

Clemson University and the College of Charleston

M.S. Historic Preservation, 2017

The University of Edinburgh, Scotland

Joint Honors M.A. History of Art and Architectural History, 2011

REPRESENTATIVE PROJECT EXPERIENCE

Historic District Survey of Potwin Place | 2025 | Topeka, Kansas | Senior Architectural Historian (Principal). Ms. Granger was the primary report author and served as a principal architectural historian for the grant-funded survey project. The survey recorded approximately 167 residential properties using the state's resource form which included statements of eligibility for each resource. The project was a re-survey effort which sought to update the contributing and non-contributing status of all resources in the NRHP listed district. It also sought to determine if an NRHP district boundary was warranted.

Intensive Level Survey for Rancho Village (Phase II) | Oklahoma City, Oklahoma | Senior Architectural Historian (Principal). Ms. Granger was the primary author and principal architectural historian for the grant-funded project. The survey recorded 125 resources using the state's resource inventory form which included statements of eligibility for each resource. The project was a phase II survey effort which sampled properties throughout the neighborhood to determine if the mid-20th century neighborhood warranted an NRHP nomination.

T.T. Barge - Mile 183 Expansion | 2024 | Louisiana | Architectural Historian (Principal). Ms. Granger was the PI for the above-ground resources sections of the Phase I cultural resources report. The Section 106 project was completed in response to proposed development associated with the energy sector. The project included review of the Louisiana HP Cultural Resources Map Inventory, historic aerials, and topographic maps. Previously identified resources were photographed and LHRI forms were updated.

Dixie County Historical Survey | 2023 | Dixie County, Florida | Architectural Historian (Co-Principal). Ms. Granger was a primary report author and served as a co-principal architectural historian for the grant-funded survey project. The county-wide survey recorded all historic age above-ground resources in the county using the state's resource form which included statements of eligibility for each resource. The project also required the development of a complex thematic historic context.

Hillcrest Historical Survey | 2023 | Little Rock, Arkansas | Architectural Historian (Co-Principal). The survey project included a survey and re-survey of the Hillcrest Historical District. The project did not require a report but resulted in the completion of approximately 500 state inventory forms. Ms. Granger was one of two surveyors and form authors. She completed fieldwork, survey forms, and utilized AutoCAD to draw approximately 500 site plans.

Titusville Design Guidelines | 2023 | Titusville, Florida | Architectural Historian. The grant funded project included updating existing design guidelines for the downtown historic district in Titusville, Florida. Ms. Granger served as field surveyor and guideline author, specifically acting as an editor.

Three-County Historic Resources Surveys of Aransas, Refugio, and Calhoun Counties | 2023 | Aransas, Refugio, and Calhoun Counties, Texas | Architectural Historian. Ms. Granger served as an SOI-qualified architectural historian for the three county surveys which resulted in recordation of approximately 9,000 historic age properties in southern Texas. These properties had experienced recent damage due to hurricane events and subsequent tornadoes. A complex historic context was developed for each of the three counties and state inventory forms were completed for each resource. The project also included significant public involvement and coordination with the SHPO.



REPRESENTATIVE PROJECT EXPERIENCE, CONT.

Historic Resources Survey of Jackson County | 2022 | Jackson County, Florida | Architectural Historian (Co-Principal). The county-wide, grant-funded, survey project was completed in response to a hurricane event through Florida's Emergency Supplemental Historic Preservation Fund. Ms. Granger served as an SOI-qualified co-principal architectural historian and co-author. Additionally, she served as the project task manager for the completion of state inventory forms for approximately 8,000 historic age resources. The project included developing a complex thematic historic context, resource documentation using the state inventory form, determinations of NRHP eligibility for each resource, and recommendations for NRHP districts.

Survey & Nominations of Historic Resources in Alabama | 2022 | Slocumb, Hartford, and Geneva, Alabama | Architectural Historian. The survey project focused on southern Alabama and included developing a historic context through research and desktop reconnaissance to determine areas of interest and potential historic districts. The three settlements (Slocumb, Hartford, and Geneva) were determined to be of the most interest based on this reconnaissance. Ms. Granger served as an SOI-qualified architectural historian for the project and assisted with desktop reconnaissance and context development.

Fidelis School Building Conditions Assessment and Planning Project | 2021 | Santa Rosa County, FL | Project Manager, Architectural Historian and Conservator (Principal). Ms. Granger managed a team of architects, engineers, and historians to complete the historic structures report which conformed to NPS's Preservation Brief #43. The grant funded project required assessment of a 1920s school building and mid-twentieth-century cafeteria building. The project included full conditions assessments, recommendations for treatment, adaptive reuse options, and opportunities for funding. Ms. Granger was responsible for writing the proposal, budget, coordinating fieldwork and deliverables, conducting fieldwork alongside the multidisciplinary team, authoring the report, and presenting findings to the Board of County Commissioners.

Comprehensive Cemetery Assessment and Mapping Project | 2021 | Jacksonville, Florida | Architectural Historian and Conservator (Principal and Co-Principal), Site Manager. The project required mapping and conditions assessments of five cemeteries maintained by the City of Jacksonville. The cemeteries (Old City Cemetery, Hillside Cemetery, Mt. Olive Cemetery, Memorial Cemetery, and Sunset Memorial Cemetery) were mapped using a Total Station survey methodology and conditions assessments were collected in Survey123. Each resource identified was recorded on a proprietary cemetery survey form and state inventory forms for each cemetery were updated by Ms. Granger. All conditions were geospatially linked in ArcGIS using the Total Station data. The project assessed each resource, including subterranean features identified by probing, grave depressions, and intentional or memorial plantings. Ms. Granger authored the exhaustive reports for four of the cemeteries. Working with Rosa Lowinger and Associates she co-authored the report for Old City Cemetery. Each of the conservator's reports contained detailed conditions assessments with recommendations for cleaning and repair provided for each resource, cost estimates for recommended work, and overall recommendations for each cemetery.

Historic Resource Mitigation | 2021 | St. Augustine, Florida | Architectural Historian and Conservator. Ms. Granger was a field surveyor for the project which addressed portions of St. Augustine considered high risk in the event of a hurricane. The project was partially grant funded and resulted in 1,049 resources being documented using the state's inventory form.

Lake Worth Beach Architectural Survey, Phase III and Phase IV | 2020 and 2021, respectively | Lake Worth Beach, Florida | Architectural Historian. The grant-funded survey project focused on an area of Lake Worth Beach which was adjacent to an existing NRHP listed district. Ms. Granger was a field surveyor who assisted in recording 648 resources in 2020, and 554 resources in 2021, using the state's inventory forms.

Nassau County Historic Resources Survey 4 | 2020 | Nassau County, Florida | Architectural Historian. Ms. Granger served as a surveyor for the state-funded grant project. The survey focused on several rural areas of the county and resulted in recording 485 resources using state inventory forms.

City of St. Augustine Architectural Survey, Part 4 | 2020 | St. Augustine, Florida | Architectural Historian. The survey project focused on the West Augustine portion of the city and was partially funded by a state grant. Ms. Granger served as a surveyor utilizing ArcGIS applications to complete state inventory forms for each resource.

Sarasota Architectural Survey | 2020 | Sarasota, Florida | Architectural Historian and Conservator (Co-Principal). Ms. Granger was a primary surveyor and report collaborator assisting with reporting and data analysis for the large survey project which identified historic age resources within the City of Sarasota's city limits. The survey results included recommendations for historic district boundary modifications and identification of areas of interest or potential districts. The City of Sarasota received a Preservation Award from the Florida Trust for the project which recorded over 10,000 resources using state inventory forms.

Continental District National Cemeteries Facilities Conditions Assessment (FCA) | 2019 | Arkansas, Colorado, Louisiana, Mississippi, Montana, Oklahoma, and Texas | Architectural Historian and Conservator (Co-Principal). The FCA required site visits to 31 National Cemeteries located in the Continental District which resulted in conditions assessments with treatment recommendations for objects at each cemetery. Ms. Granger served as the architectural conservator and co-author for the final reports which incorporated input from architects and engineers. Objects assessed by Ms. Granger included wall mounted plaques, monument mounted plaques, flagpoles, sculptures, and similar monuments made of several materials including bronze, marble, iron, masonry, and various coatings.



**Thomas
Chapman**

GIS Analyst II Project Archeologist

Summary

Thomas has more than 15 years of experience within the cultural resource management and academic sectors which includes project experience across Arkansas, Oklahoma, and Texas, and meets the SOI Standards for Archeology. As Project Archeologist and GIS Analyst II for Integrated Environmental Solutions, LLC, Thomas has overseen GIS operations of the cultural resources division, which has included database management for complex projects, database management of the IES company project history, and the development of IES photogrammetry and UAS services.

Thomas has also aided in cultural resources compliance and has provided GIS and cultural resources services for numerous political subdivisions, federal agencies, and private entities in the wider Texas region.

Contact

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Education & Certifications

University of Texas, San Antonio

M.S., Anthropology, 2013

Graduate Certificate in GIS, 2013

California State University, Fullerton

B.A., Anthropology, 2009

FAA Part 107 for Remote Pilot Certification

Certified Remote Pilot, 2017

FAA Certificate #4081387

Register of Professional Archaeologists

Member #5668

REPRESENTATIVE PROJECT EXPERIENCE

515 Acres at Bull Shoals Lake | Marion and Baxter Counties, Arkansas | 2023 – Present | GIS Analyst II. Oversaw digital data collection methodologies for a survey of 515 acres. Organized, analyzed, and produced report deliverables for 5395 shovels and 40 identified sites. Designed and implemented digital field collection methodologies using ArcGIS Online over multiple devices. Managed streamlining of workflows to produce quality materials on schedule.

Washington-on-the-Brazos Townsite (41WT5) | Washington County, Texas | 2023-Present | GIS Analyst II. Oversaw the survey and database management of the data recovery of the State Historic Site using ArcGIS Online. Designed and collected the multi-mission aerial photography multiphase program to document open excavation blocks and features. Using these data, 1-in-resolution orthographic aerial imagery, digital elevation models, and 1-ft contours of the APE and sites were produced and reviewed.

USACE – Fort Worth District Dallas Floodway Extension – Lamar Levee | Dallas County, Texas | 2021 – Present | GIS Analyst II. Led and coordinated data management between field staff and USACE using ArcGIS Online. Created report deliverables that include figures, illustrations, tables, graphs, and soil profiles. Performed spatial analysis on a variety of data types to streamline field methodologies and data collection. Oversaw the implementation of digital field recording methodologies. Completed QA/QC of GPS data using ArcOnline Field Maps.

Jewett Site (34GD81) Post-Review Discovery and Data Recovery Excavation | Grady County, Oklahoma | 2021-Present | GIS Analyst II. Oversaw the aerial photography of the site, including multiphase photogrammetry of large-scale archeological features. Organized and managed field data to provide client spatial progress updates to real time excavation progress and preliminary data using ArcGIS Online. Produced detailed report deliverables and other supporting materials.

McGregor Mega Site Industrial Park | McLennan County, Texas | 2019-2020 | Project Archeologist/GIS Analyst II. Managed the GIS, testing, and artifact databases of a 2,104-ac project, which included 23 newly and previously recorded archeological sites. Developed a field methodology to support efficient data collection and analysis. Performed the aerial photography of the archeological sites and APE. Produced report deliverables and other supporting materials.



ORGANIZATIONAL CHART

integrated environmental solutions



EXHIBIT A

BUSINESS DATA CERTIFICATIONName of Firm: Integrated Environmental Solutions, LLCAddress: 301 W. Eldorado Parkway, Ste. 101 McKinney, TX 75069Number of Years in contracting business under present name: 22Type of work performed by your firm: Environmental and cultural resources consultingHave you ever failed to complete any work awarded to you? (Y/N) NHave you ever defaulted on a contract? (Y/N) N

He/She certifies that:

(a) The legal name and the business address of the undersigned are:

Integrated Environmental Solutions, LLC301 W. Eldorado Parkway, Ste. 101 McKinney, TX 75069(b) The undersigned is : **(Circle One)****A Single Proprietorship**A Corporation organized in the State of Texas

A Partnership

Other Organization _____

(c) The name, title and address of the owner, partners or officers of the undersigned are:

NAME	TITLE	ADDRESS
Rae Lynn Schneider Reinecke	President	600 Mallard Lakes Drive, McKinney, Texas 75072

(d) The name and addresses of all other persons having a substantial interest in the undersigned, and the nature of the interest are:

NAME	ADDRESS	NATURE OF INTEREST

--	--	--

(e) The names, addresses and trade classifications of all other building construction contractors in which the undersigned has a substantial interest are:

NAME	ADDRESS	TRADE CLASSIFICATION

Rae Lynn Schneider Reinecke

NAME OF AUTHORIZED REPRESENTATIVE (printed)



SIGNATURE OF AUTHORIZED REPRESENTATIVE

30 April 2025

DATE

**REPRESENTATIVE PROJECT EXAMPLE**

Project Example 1		
Client: The City of Oklahoma City	Dates: 2025	Location: Rancho Village, Oklahoma City, Oklahoma
Cost: \$11,980.26	Contact: Kathryn Friddle, Historic Preservation Officer, 420 W Main Street, Suite 930, Oklahoma City, OK 73102, 405-297-3084, Kathryn.friddle@okc.gov	
Project Name: Intensive Level Survey for Rancho Village (Phase II)		
Project Staff: Kevin Stone (Cultural Resources Program Director, Cultural Resources Department Quality Control Officer); Morgan Granger (Senior Architectural Historian, Project Manager/Principal Investigator, SOI-Qualified Architectural Historian, Field Surveyor); Thomas Chapman (GIS Analyst II, GIS Mapping)		
Project Description: The project is a Phase II intensive level survey of the Rancho Village neighborhood of Oklahoma City. The project has an anticipated completion date of May 31, 2025, and is funded by the U.S. Department of the Interior’s Historic Preservation Fund administered by the Oklahoma State Historic Preservation Office and the City of Oklahoma City. The project includes a survey of 80-125 resources in the existing neighborhood boundary. The neighborhood was partially sampled in 2022, and this survey included a sampling of resources not previously surveyed in the neighborhood. The purpose of the survey was to sample the neighborhood, provide individual NRHP recommendations, and to assess Rancho Village as a potential NRHP eligible district. The survey process involved initial data acquisition, field survey, completion of the state inventory form, research, and reporting. Deliverables include 80-125 state inventory forms and a survey report with recommendations for further work and NRHP eligibility.		

OTHER SATISFACTORY PAST PERFORMANCE

Project Example 2		
Client: The City of Topeka	Dates:2024-2025	Location: Potwin Place, Topeka, Kansas
Cost: \$20,138.58	Contact: Brenda Younger, City Clerk, 215 SE 7 th Street, Topeka, KS 66603, 785-368-3749, cclerk@topeka.org	
Project Name: Historic District Survey Potwin Place		
Project Staff: Kevin Stone (Cultural Resources Program Director, Cultural Resources Department Quality Control Officer); Morgan Granger (Senior Architectural Historian, Project Manager/Principal Investigator, SOI-Qualified Architectural Historian, Field Surveyor); Thomas Chapman (GIS Analyst II, GIS Mapping)		
Project Description: The project is a resurvey of the Potwin Place neighborhood of Topeka. The project has an anticipated completion date of July 31, 2025, and is funded by the U.S. Department of the Interior’s Historic Preservation Fund administered by the Kansas State Historical Society and the City of Topeka. The project includes a survey of approximately 167 resources in the existing neighborhood boundary and adjacent to the established neighborhood. Potwin Place was listed on the NRHP in 1980 and survey records date from 1979 and 2017 for resources in the district and surrounding area. Based on plats, the City of Topeka has identified 45 resources of interest adjacent to the existing boundary. The survey therefore addressed the 122 resources currently in the neighborhood and the adjacent 45 resources. The purpose of the survey was to update existing survey forms, correct inaccurate geospatial data, assess resources in the district for their contributing or non-contributing status, and determine if the adjacent 45 resources warrant inclusion in the district. The survey process involved initial data acquisition, a public information meeting, field survey, completion of state inventory forms, research, and reporting. Deliverables include an estimated 167 state inventory forms and a survey report with recommendations for NRHP eligibility and boundary changes, as necessary.		



Project Example 3		
Client: Teague Nall and Perkins	Dates: 2019-2023	Location: City of Garland, Dallas County, Texas
Project Name: Naaman School Road Reconstruction Project		Contact: Michael DeMotte, 214-208-0519, Mdemotte@tnpinc.com
Project Description: IES, under subcontract with Teague Nall and Perkins on behalf of the City of Garland, performed environmental support for the proposed project that included road improvements and associated infrastructure along a 1.02-mile (mi) (16.2-acre [ac]) project area, or Area of Potential Effects (APE). Project designs included widening Naaman School Road and replacing the bridge over Spring Creek. The width of the APE ranged from 60 feet (ft) along most of the APE to 420 ft at the Spring Creek crossing. Proposed improvements included paving, trail and sidewalk improvements, streetlight installation, and construction of a new storm drain, sanitary sewer, and water lines. Bank stabilization and grading also occurred along Spring Creek to support drainage improvements in line with the engineering design. As the City of Garland is a political subdivision of the State of Texas, the project was subject to the provisions of the Antiquities Code of Texas (ACT). The project required permitting from the USACE-SWF, triggering the NHPA Section 106 process. The USACE-SWF Cultural Resources Project Area (CRPA) for the project encompassed an approximately 18.6-ac area with an additional 108.3-ac indirect effects area. Within the direct and indirect CRPA for required Section 404 permits at Spring Creek and an unnamed tributary to Spring Creek, 10 historic-age potentially impacted above-ground resources were encountered and were formally evaluated for NRHP eligibility. One additional historic-age above-ground resource was identified within the indirect CRPA for the project. It was determined to have no potential for effect and was not formally evaluated for NRHP eligibility. Through the survey and assessment, a resource was recommended as eligible for listing on the NRHP under Criterion C. Per 36 Code of Federal Regulations (CFR) 800.5(a)(1), any impacts that alter character-defining elements for NRHP inclusion and subsequently diminish the integrity of the property's location, design, setting, material, workmanship, feeling, or association would be considered an adverse effect. As the proposed undertaking would include the removal of the historical road setback in front of the main residence, per 36 CFR 800, this would result in significant direct impacts to the main residence through the loss of setting and would constitute an Adverse Effect, and the resource would potentially be subjected to increased noise and vibration because of reconstructing. Project plans also indicated a 30 ft light pole to be erected between the main residence and the proposed sidewalk and roadway, resulting in an Adverse Effect. To resolve adverse effects, actions to avoid, minimize, or mitigate adverse effects were considered in collaboration with project engineers. This required the City, USACE, THC, and identified stakeholders to consult and seek ways to minimize and mitigate the adverse effect on the identified historic property by developing a Memorandum of Agreement (MOA), which proposed the installation of vegetation screening as a primary mitigation.		
		

Project Example 4		
Client: Landmark Companies	Dates: 2022-2023	Location: City of Grand Prairie, Dallas County, Texas
Project Name: Cultural Resources Survey for the Jefferson Street Warehouse Distribution Facility Project (SWF-2022-00406), City of Grand Prairie, Dallas County, Texas		Contact: Eric Strickland, 954-455-0336, estrickland@landmarkcompanies.is



Project Description: Due to the potential impacts to waters of the United States associated with a 20.6-ac parcel which required a Nationwide Permit (NWP) 39 Pre-Construction Notification (PCN) to the USACE-SWF in accordance with the Clean Water Act (CWA) Section 404, the project was completed in compliance with NHPA Section 106. The project identified and documented cultural resources which may be adversely affected by the proposed development and included evaluations for NRHP eligibility. Sixteen historic-age above-ground resources were identified within the 600-ft visual or indirect APE. Fifteen of the resources were recommended not eligible for inclusion in the NRHP while one resource, and industrial maintenance hangar associated with Hensley Field and Dallas Naval Air Station, was recommended eligible for inclusion in the NRHP under Criterion A and C. It was further determined that there would be no adverse impacts of the proposed undertaking.



RFQ REFERENCE FORM

The following information shall be required to accompany all RFQ submittals.

1. Local company's business name and business information.

Company name: Integrated Environmental Solutions, LLC
 Address: 301 W. Eldorado Parkway, Ste. 101
 Contact Person: Rae Lynn Schneider
 Office Phone #: (972) 562 - 7672 Mobile #: _____
 Email Address: rschneider@intenvsol.com

2. Your Corporate Company's name and business information.

Corporate name: _____
 Address: _____
 Office Phone #: _____ Mobile #: _____
 Email Address: _____

3. Does your company participate in Cooperative Contract Pricing? YES / ☒ NO (select below)

___ BuyBoard (TASB) ___ H-GAC ___ Choice Partners ___ GSA ___ ASC
 ___ OMNIA Partners ___ TXMAS ___ Sourcewell ___ TIPS ___ TCI
 ___ TXSmartBuy ___ TXDIR ___ Other: _____
 CO-OP Contract #: _____ Effective Dates: _____ to _____

4. A minimum of 3 references (local preferred).

	<u>Company Name</u>	<u>Contact Name</u>	<u>Phone</u>	<u>Email</u>
(a)	Landmark Companies	Eric Strickland	(954) 455- 0336	estrickland@landmarkcompanies.is
(b)	Cayetano Development	Cole Haskell	(956) 452-1699	chaskell@cayetanodevelopment.com
(c)	Stream Realty	Grayson Hughes	(214) 208 - 0519	Grayson.Hughes@streamrealty.com

5. Municipal projects (local preferred):

	<u>Municipality Name</u>	<u>Project Name</u>	<u>Amount</u>	<u>Completion Date</u>
1.	City of Oklahoma City	Intensive Level Survey for Rancho Village	\$11,980.26	2025
Contact Name, Phone, Email: <u>Kathryn Friddle, (405) 297 - 3084, Kathryn.Friddle@okc.gov</u>				
2.	City of Topeka, Kansas	Historic District Survey of Potwin Place	\$20,138.58	2025
Contact Name, Phone, Email: <u>Brenda Younger, (785) 368-3749, cclerk@topeka.com</u>				
3.	City of Garland	Naaman School Road Reconstruction Project	\$22,210	2023
Contact Name, Phone, Email: <u>Michael DeMotte, (214) 462 - 9867, Mdemotte@tnpinc.com</u>				
4.	Arlington Municipal Airport	GKY Expanded Studies for Arlington Municipal Airport	\$21,000	2025
Contact Name, Phone, Email: <u>Joseph Hornisher, (972) 770-1300, joseph.hornisher@kinley-horn.com</u>				
5.	City of Fort Worth	Spinks Industrial Project	\$26,000	2022
Contact Name, Phone, Email: <u>Maddie White, (817) 412-7155, Maddie.White@westwoodps.com</u>				



PROPOSAL RESPONSE SUMMARY

IES is a WBE specializing in environmental compliance, including cultural resource management. With a 20-year track record, our cultural resources department includes highly experienced SOI-qualified architectural historians and archaeologists who serve a wide range of clients, including municipal governments like the City of Harlingen (the City). IES is experienced with large and small-scale projects and budgets that require a spectrum of timelines ranging from 30 days to several years. The project approach established by IES, our expertise, and our customer service set us apart from our competitors, resulting in a nearly 100 percent client retention rate.

Our project experiences and customized project approach make IES a highly successful cultural resource consulting firm. Each tailored project approach embraces clear and constant lines of communication between the Project Manager, architectural historians, support staff, and the client to ensure all project goals and deliverables are met on time and within budget. With our experience and individualized project approach, IES is qualified and capable of providing the City of Harlingen with the services requested in the RFP for an mixed reconnaissance and intensive level survey of four distinct survey areas (Downtown Harlingen/Original Townsite, Parkwood Subdivision, Valley International Airport/Marine Military Academy Area, and Residential Properties near Sunshine Strip and Grimes Road).

Our tailored approach embraces clear and constant lines of communication between the Project Manager, architectural historians, support staff, and the client to ensure project goals and deliverables are met on time and within budget. The proposed approach includes a Kick-Off Meeting (KOM), background research and pre-fieldwork preparations, a systematic pedestrian survey, completion of survey forms, and development of a survey report. Deliverables, as agreed upon, will include:

1. A Kick-off Meeting (KOM) will be held between appropriate staff from IES, the City, and THC as deemed necessary.
2. A research design that will include the proposed fieldwork methodology.
3. Survey forms meeting Texas Historical Commission (THC) standards.
4. A drafted survey report that will include a historical context, project findings, maps, and appendices satisfying the THC's guidelines.
5. A final survey report that will include all elements of the drafted survey report and will incorporate comments from the City and THC, as necessary.
 - a. The final survey report will include submission of digital files, including a PDF copy of the report, photographs (in JPG format), and survey data (in MS Excel and GIS-compatible formats).
6. A presentation of findings will follow completion of the project. IES will present the project findings and recommendations at a Harlingen City Commission Meeting.

The proposed project schedule begins in June 2025 with the kickoff meeting. Background research will occur from June to September 2025, and GIS data acquisition and fieldwork setups will occur in August 2025. Fieldwork will be completed between October and November 2025. Following fieldwork, sample survey forms will be drafted and submitted in January 2026. Data analysis and drafting of the survey report and additional survey forms will occur from January to March 2026. A draft survey report, including survey forms meeting THC standards and geospatial data, will be submitted to the City of Harlingen and the THC in March 2026. Following City and THC review, final deliverables will be submitted by June 2026, within the required 12-month project period.

Certification Regarding Debarment and Suspension

U.S. Department of Housing
and Urban Development

Certification A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief that its principals:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency;

b. Have not within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Certification (A)

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of these regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines this eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph (6) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.

Certification B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Certification (B)

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of these regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a lower covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies including suspension and or debarment.

Applicant

Rae Lynn Schneider

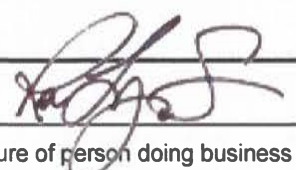
Date

Signature of Authorized Certifying Official

Title

President

EXHIBIT D

CONFLICT OF INTEREST QUESTIONNAIRE		FORM CIQ
For vendor or other person doing business with local governmental entity		
This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176 Local Government Code by a person who has a business relationship as defined by section 176.001 (1-a) with a local government entity and the person meets requirements under Section 176.006(a). By law this questionnaire must be filed with the records administrator of the local government entity no later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person knowingly violates Section 176.006, local Government Code. An offense under this section is a Class C misdemeanor.	OFFICE USE ONLY Date Received	
1 Name of person who has a business relationship with local governmental entity. Integrated Environmental Solutions, LLC		
2 ☐ Check this box if you are filling an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)		
3 Name of local government officer with whom filer has employment or business relationship. <u>none</u> Name of Officer This section, (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has employment or other business relationship as defined by Section 176.001 (1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary. A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire? ☐ Yes ☐ No B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity? ☐ Yes ☐ No C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or Coordinator, or holds an ownership of 10 percent or more? ☐ Yes ☐ No D. Describe each employment or business relationship with the local government officer named in this section..		
4  Signature of person doing business with the governmental entity <u>4/30/2025</u> Date		



City of Harlingen, Purchasing Dept.
404 S. 54th St.
Harlingen, TX 78550
(956) 216-5316 / Fax (956) 427-8711
Email: Purchasing@harlingentx.gov

RFQ No 2025-08 Historic Resources Survey Addendum No. 1 – Questions & Answers

Notice is hereby given to all bidders that the following is a list of clarifications to questions submitted for this project:

Questions and Answers

1. Given the level of scope and number of areas to be surveyed in the RFQ, our team would find it difficult to complete the entire project within the allocated budget. Would the City be open [to] a reduced survey area and scope, and potentially a phased survey plan?

Response: This project is partially funded by a grant, and the city is expected to contribute local funds to complete it. The city must include the four (4) separate areas referenced in the RFQ to comply with the grant's terms and conditions. However, the city anticipates different levels of effort (e.g., windshield, reconnaissance, and/or intensive) from each Respondent to survey these areas. Therefore, it is critical for Respondents to fully address all three components under Project Approach and Schedule on pages 6-7. Please note that fees are **not** to be included with your response.

2. Does the City have an exact number of parcels across all four survey areas that they would like surveyed?

Response: No. The city has identified four (4) general areas, and their boundaries can be refined based on the professional recommendations of the selected consultant. However, some level of effort is expected to be completed in all areas to comply with the grant terms and conditions.

3. Will Texas Historical Commission (THC) inventory forms be required as part of the survey and GIS work?

Response: Yes, all deliverables must be prepared in formats acceptable by the Texas Historical Commission (THC).

4. Has the City considered other grant opportunities to assist with the project, such as participating in the THC's Certified Local Government program?

Response: Yes, the city previously hosted a presentation by THC staff to City Council about the THC's Certified Local Government (CLG) program, but no formal action has been taken. The city is actively pursuing historic preservation grants to support this and other future preservation projects.

5. Can the City provide a map of each survey area?

Response: Yes, please see the attached Location Map.

4/30/2025

6. How many total resources does the City want surveyed as part of this project?

Response: The city estimates approximately 902 resources/parcels to be surveyed across all four (4) areas. A preliminary breakdown includes: Downtown, ~250 above ground resources; N Sunshine Strip, ~317 parcels, Military Academy/Airport, ~37 parcels; and, Parkwood Subdivision, ~298 parcels. These are high-level estimates based on parcel data from the Cameron County Appraisal District.

7. Does the City have an idea of which areas it wants surveyed at the intensive level?

Response: No. While the City believes some specific sites may be of state or national significance, many surrounding properties may have lost historical value due to alterations. The four proposed areas should be treated as flexible areas of interest, not strict survey boundaries.

8. Are there maps or additional information that provide more detail regarding the size of the four areas to be surveyed? Such as number of resources, boundaries, or acres?

Response: Please see Location Map attached


Ana Hernandez, AICP, CNU-a

May 5, 2025
Date

This addendum forms a part of the contract documents and modifies the original RFQ documents issued on Monday, April 21, 2025 to the extent noted herein. Careful note of this addendum shall be taken by all parties of interest so that all trades affected are fully advised in the performance of work that will be required by them. This Addendum supersedes all previous specifications and instructions pertaining to the items listed above.

A handwritten signature in black ink, located in the top right corner of the page. The signature is stylized and appears to be a name followed by a surname.

RFQ No. 2025-08
Historic Resources Survey
Addendum No. 1

Areas of Interest

Historic Resources Survey General Location

HRS Locations



Marine Military
Academy/Airport Area



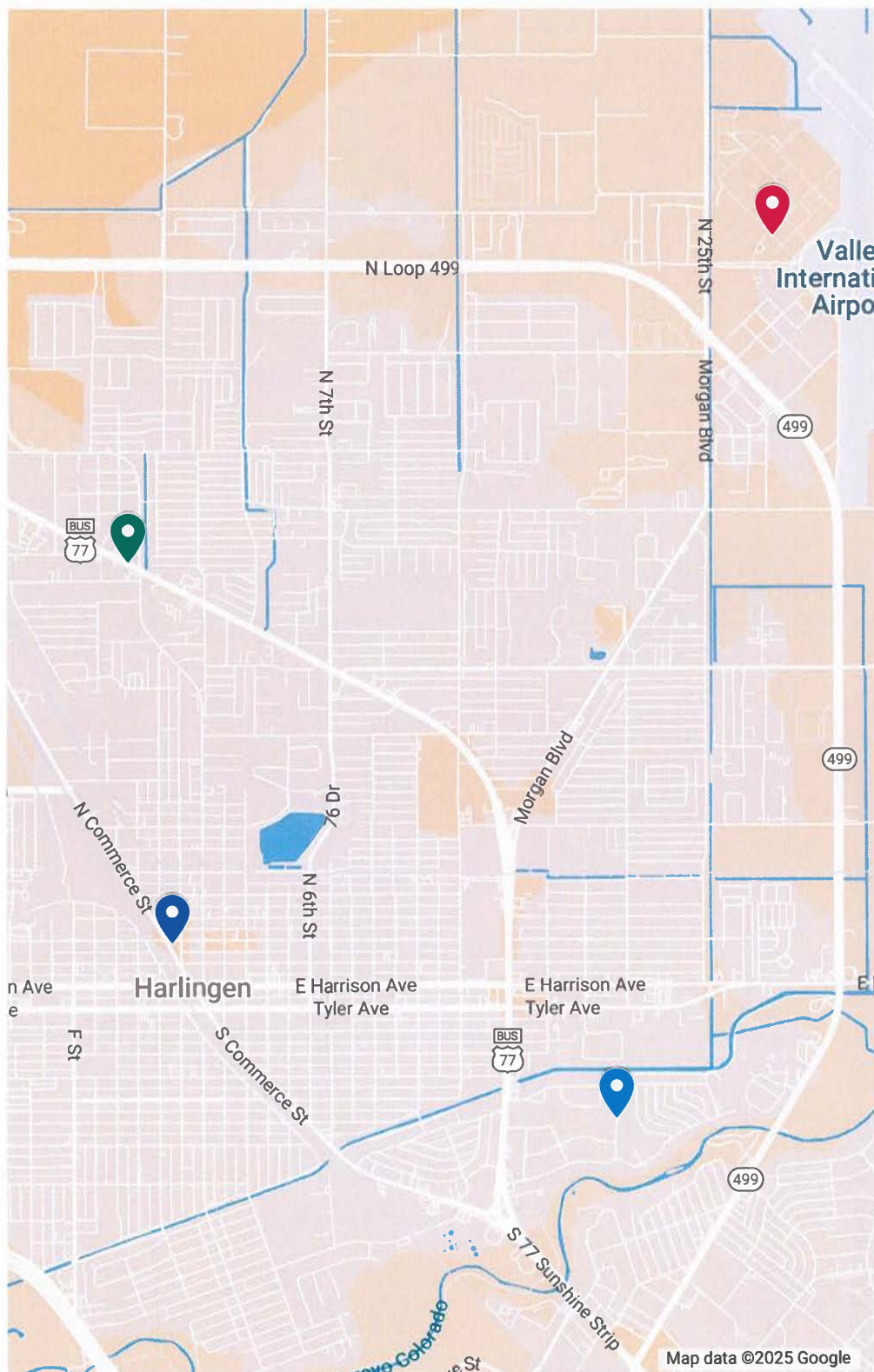
North 77 Sunshine Strip



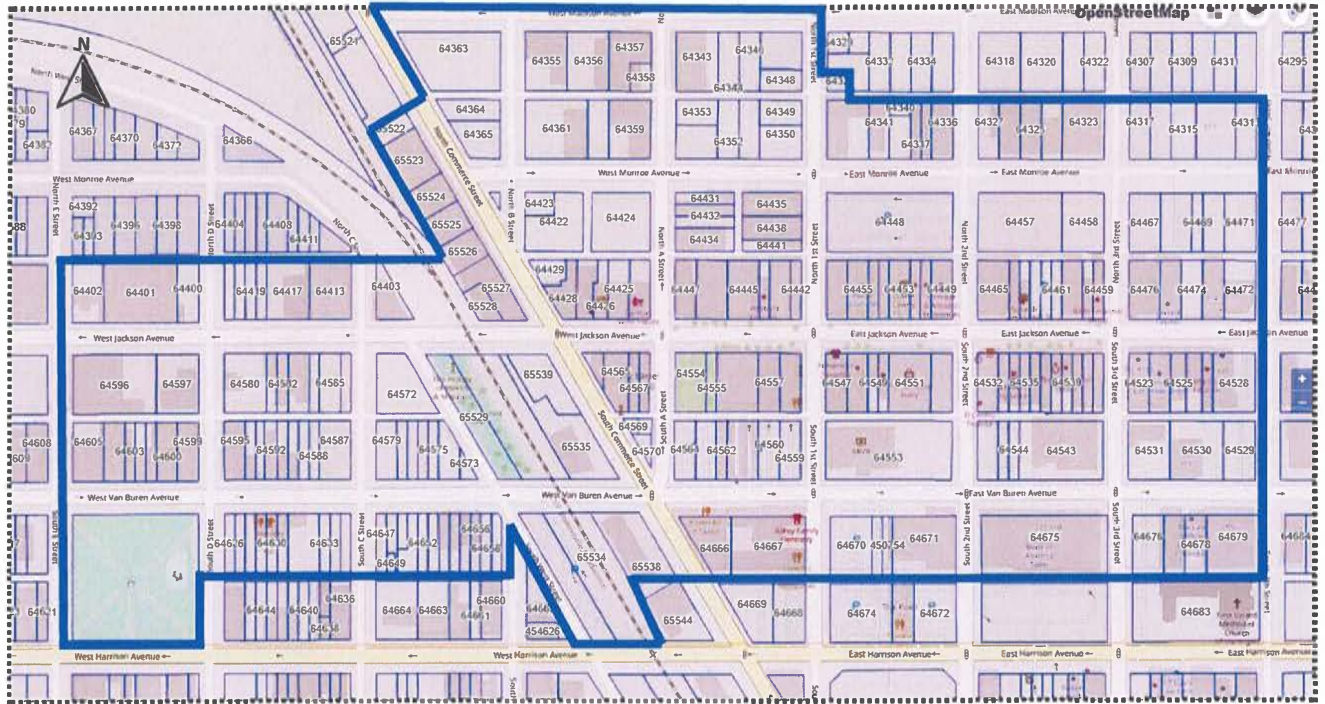
Downtown Harlinger



East Parkwood Street

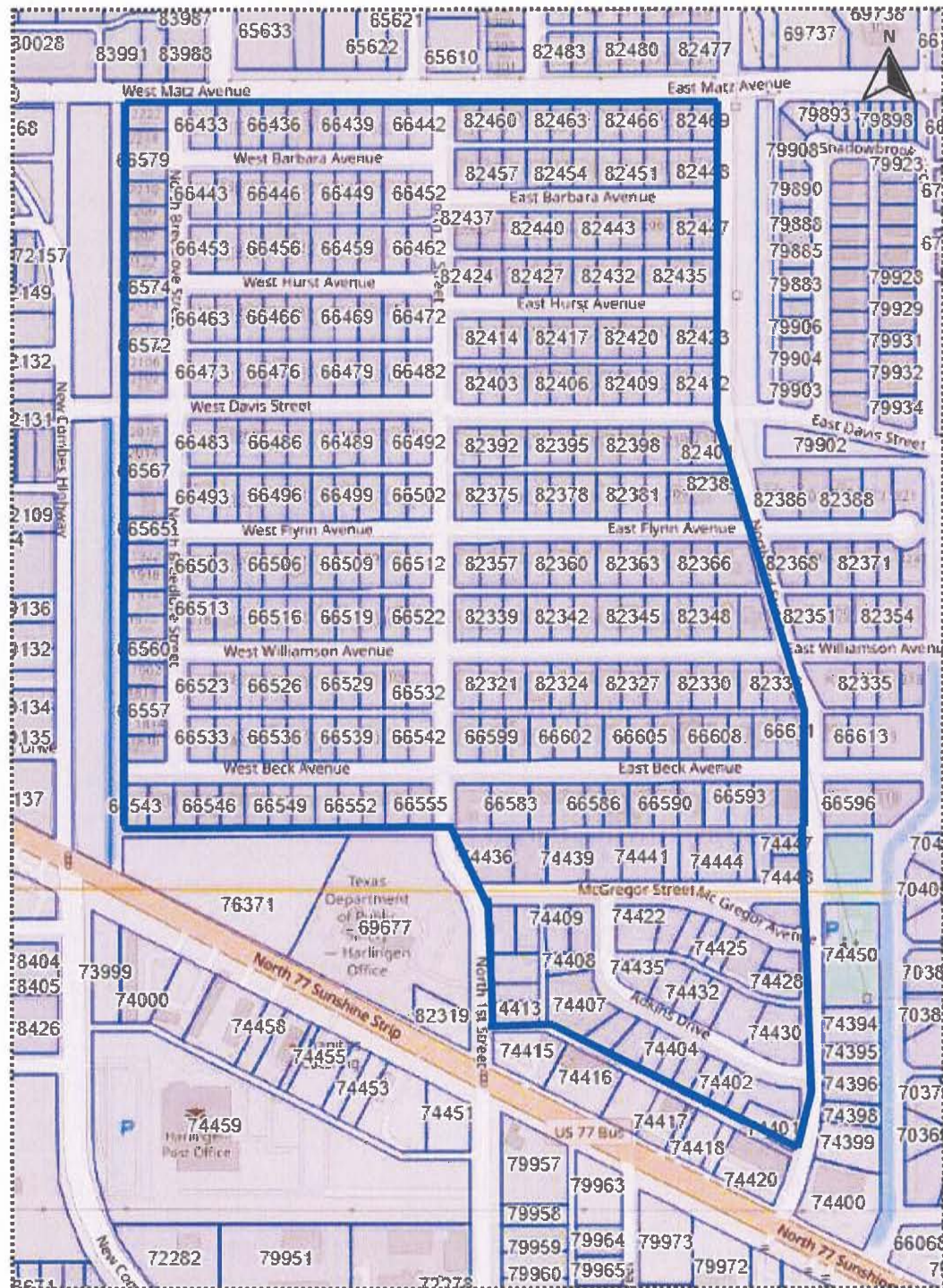


Downtown Area



Suggested Area Boundary

N Sunshine Strip



— Suggested Area Boundary

 Suggested Area Boundary

Parkwood Subdivision



— Suggested Area Boundary

10(1)

**AGENDA ITEM
EXECUTIVE SUMMARY**

Meeting Date: **May 21, 2025**

Agenda Item:

Consideration and possible action to approve a resolution suspending the June 24, 2025, effective date of the proposal by Texas Gas Service Company, a Division of One Gas, Inc.-Rio Grande Valley Service Area, to Implement Interim Grip Rate Adjustments for Gas Utility Investment in 2024 and requiring delivery of this resolution to the Company and Legal Counsel. Attachment (*City Manager*)

Prepared By: **Gabriel Gonzalez, City Manager**

Brief Summary:

On April 25, 2025, Texas Gas Service Company made Interim Rate Adjustment or "GRIP" filings with the cities in its Rio Grande Valley Service Area. The Company is seeking recovery of \$2,938,032 in invested capital attributable to customers in the Rio Grande Valley Service Area. The current filing will increase rates to residential customers by \$2.63 per month. This compares to a \$3.03 per month increase last year. This increase is currently scheduled to go into effect on June 24, 2025.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount (Yes/No):

*If no, specify source of funding and amount requested:

Finance Director's approval (Yes/No/NA):

Staff Recommendation:

City Manager approval:



Comments:

City Attorney's approval:



RESOLUTION NO. _____

A RESOLUTION BY THE CITY OF _____, TEXAS SUSPENDING THE JUNE 24, 2025 EFFECTIVE DATE OF THE PROPOSAL BY TEXAS GAS SERVICE COMPANY, A DIVISION OF ONE GAS, INC. – RIO GRANDE VALLEY SERVICE AREA, TO IMPLEMENT INTERIM GRIP RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2024 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of _____, Texas (“City”) is a gas utility customer of Texas Gas Service Company, a Division of ONE Gas, Inc. – Rio Grande Valley Service Area, (“TGS” or “the Company”) and a regulatory authority with an interest in the rates and charges of TGS; and

WHEREAS, TGS made filings with the City and the Railroad Commission of Texas (“Railroad Commission”) on April 25, 2025, proposing to implement interim rate adjustments (“GRIP Rate Increases”) pursuant to Texas Utilities Code § 104.301 on all customers served by TGS, effective June 24, 2025; and

WHEREAS, it is incumbent upon the City, as a regulatory authority, to examine the GRIP Rate Increases to determine its compliance with the Texas Utilities Code.

THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF _____, TEXAS, THAT:

1. The June 24, 2025 effective date of the GRIP Rate Increases proposed by TGS is hereby suspended for the maximum period allowed by Texas Utilities Code § 104.301(a) to permit adequate time to review the proposed increases, analyze all necessary information, and take appropriate action related to the proposed increases.

2. A copy of this Resolution shall be sent to TGS, care of Judy J. Hitchye at judy.hitchye@onegas.com, and to Thomas Brocato, legal counsel to the City, at Lloyd Gosselink, 816 Congress Ave., Suite 1900, Austin, Texas 78701 or tbrocato@lglawfirm.com.

Signed this _____ day of _____, 2025.

MAYOR

ATTEST:
