CITY COMMISSION
AGENDA
REGULAR MEETING
MARCH 6, 2024
@ 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, MARCH 6, 2024 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 regarding an item on the agenda 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 Michael Mezmar

   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) **Presentation of Awards:**

   a) Harlingen High School South "Hawks" - Boys Tennis Team

   b) Harlingen High School South "Hawks" - Girls Tennis Team

   c) Harlingen High School South "Hawks" - Coach of the Year - Hector Castaneda

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 January 10, 2024

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 a request from BCFS Health and Human Services to close the following streets for their National Child Abuse Prevention / HOPES Program, Saturday, April 6, 2024, from 10:00 a.m. to 1:00 p.m., 1702 E. Tyler Avenue. Attachment ***(Police)***

      Southside Intersection of South 17th Street and Tyler Avenue
      East/West alleyway, 400 Block of South 17th Street
      Northside Intersection of South 17th and Polk Street

   b) Consideration and possible action to authorize the City Manager to submit and accept a grant application and award, and ultimately expend said funding of $56,104.50 to the Office of the Governor– Criminal Justice Division, Bullet-Resistant Shield Grant Program, FY-2025. Attachment ***(Police)***

c) Consideration and possible action to authorize the City Manager to submit and accept a grant application, spend said funding of $57,395.66 to the Office of the Governor – Criminal Justice Division; with a city match of $14,34.00,, to the General Victim Assistance Program, FY-2025 to continue funding the Crime Victim Liaison Position. Attachment ***(Police)***

d) Consideration and possible action to authorize the City Manager to submit and accept a grant application, and spend said funding of $42,276.26 to the Office of the Governor – Criminal Justice Division for the Criminal Justice Grant Program, FY-2025. Attachment ***(Police)***

e) Consideration and possible action to authorize the City Manager to submit and accept a grant application, and spend said funding of $56,000.00 to the Office of the Governor – Homeland Security Grants Division, 2024 State Homeland Security Program – LETPA Projects (SHSP-L) to fund fourteen night vision goggles for the HPD SWAT Team. Attachment ***(Police)***

f) Consideration and possible action to authorize the City Manager to submit and accept a grant application and spend said funding of $33,664.20 from the Office of the Governor – Criminal Justice Division, Rifle Resistant Body Armor Grant Program, FY-2025 for Police Officers Attachment ***(Police)***

g) Consideration and possible action to authorize the City Manager to enter into a supplemental agreement with the Texas Department of Transportation (TxDOT) for the installation and reimbursement of the operation and maintenance of traffic signals within a municipality. Attachment ***(Public Works)***

h) Consideration and possible action to approve an ordinance on second and final reading amending the City of Harlingen's Budget for Fiscal Year 2024. Attachment ***(Finance Dept)***

i) The Harlingen Police Department's Racial Profiling Report is presented for information and review by the City Commission and Administration. Attachment (**Police**).

j) Consideration and possible action to approve the installation of speed humps in the following location: ***(This item was requested by Commissioner Daniel L. Lopez and Commissioner Frank Morales)***

1) 1118 Sunset Drive
2) 800 W. Lincoln St.

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 with the request of the Mayor, or after the request of any two Commission members, or the City Manager.*

a) City Manager's Reports

b) Staff Report

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 voluntary annexation of an 18.788-acre tract of land out of Block 33, David and Stephenson Subdivision, located along the east side of Crossett Road approximately 3,260 feet north of Loop 499. Applicant: River Creek Management, LLC. ***(Planning & Development)***

b) Public hearing amending the City of Harlingen Code of Ordinances, Chapter 111, Article XIII, Section 111-62, Use Chart, establishing the boundaries of the major commercial corridors, and prohibiting the car wash use in the said major corridors due to safety. Applicant: City of Harlingen. ***(Planning & Development)***

c) Public hearing for a Special Use Permit ("SUP") to allow a bar/lounge in a General Retail ("GR") District located at 407 West Harrison Avenue, bearing a legal description of Lots 8-9, Block 84, Harlingen Original Townsite Subdivision. Applicant: Janie Zamora. ***(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 minute order, a resolution or an ordinance.*

a) Consideration and possible action to adopt an ordinance on first reading for the voluntary annexation of an 18.788-acre tract of land out of Block 33, David and Stephenson Subdivision, located along the east side of Crossett Road approximately 3,260 feet north of Loop 499. Applicant: River Creek Management, LLC Attachment ***(Planning & Development)***

b) Consideration and possible action to adopt an ordinance on first reading amending the City of Harlingen Code of Ordinances, Chapter 111, Article XIII, Section 111-62, Use Chart, establishing the boundaries of the major commercial corridors, and prohibiting the car wash use in the said major corridors due to safety. Applicant: City of Harlingen. Attachment ***(Planning & Development)***

c) Consideration and possible action to adopt an ordinance on first reading for a Special Use Permit ("SUP") to allow a bar/lounge in a General Retail ("GR") District located at 407 West Harrison Avenue, bearing a legal description of Lots 8-9, Block 84, Harlingen Original Townsite Subdivision. Applicant: Janie Zamora. Attachment ***(Planning & Development)***

d) Consideration and possible action to approve the preliminary construction plans and final plat with conditions of the proposed Central Perk Subdivision, located along the west side of Perk Lane, approximately 1,842 feet south of Garrett Road, bearing a legal description of 2.89 acres of land (3.00 acres deed) out of Block 6 Dougherty – Paillet Subdivision out of Survey 293. Applicant: Moore Land Surveying, LLC c/o Ramiro & Sylvia Resendez. Attachment ***(Planning & Development)***

e) Consideration and possible action to approve the preliminary construction plans and final plat and a variance request with regards to the minimum lot depth for Lots 12, 38, 48, 49 and 74 and the minimum lot width for Lots 48, 49, and 74 for the proposed Trinity Heights Phase II Subdivision, located at the northeast corner of Stuart Place and Brennaman Roads, bearing a legal description of 15.99 acres of land compromised of 4.95 acres out of Block 5, 4.82 acres out of Block 7, and 6.22 acres out of Block 9 Stuart Place Resubdivision. Applicant: Moore Land Surveying, LLC c/o Zarate Home Designs, LLC. Attachment ***(Planning & Development)***

f) Consideration and possible action to approve the preliminary construction plans and final plat with conditions of the proposed Dawn Subdivision, located at the southeast corner of Primera Road and US 77 Frontage Road, bearing a legal description of 10.13 acres of land out of Block 19, Cunninghams Subdivision. Applicant: Moore Land Surveying, LLC c/o CJE Construction. Attachment ***(Planning & Development)***

g) Consideration and possible action on the Water and Wastewater Study submitted by Willdan and authorize the commencement of the public engagement process. Attachment ***(City Manager)***

h) Consideration and possible action to authorize the Harlingen Health Department to add one new position for the Animal Shelter to assist with daily functions and re-home animals. Attachment ***(Health Dept)***

i) Consideration and possible action to approve an ordinance on first reading amending Chapter 38 (Solid Waste), Master Fee Schedule of the Harlingen Code of Ordinances, establishing fees for commercial trash containers, provided by the City of Harlingen as related to Chapter 38-69. Attachment ***(Public Works)***

j) Consideration and possible action to approve an Inter-local Agreement between the City of Harlingen and the Harlingen Consolidated Independent School District for the use of their athletic facilities to administer the 2024 Elevate Program and authorize City Manager to sign the Agreement. Attachment ***(Parks & Recreation)***

k) Consideration and possible action to accept and award Bid submission from 57 Concrete for the proposal of Bid No. 2024-07 Ready Mix Concrete for the Lon C. Hill Destination Park Trail Construction. Attachment ***(Parks & Recreation)***

l) Consideration and possible action to create and fund a Special Events and Media Coordinator Position for the City of Harlingen. ***(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 (2)
Audit Committee (Terms expire in June)
Charter Review Committee (4)
Civil Service Commission
Community Development Advisory Board (1)
Construction Board of Adjustments (4)
Convention & Visitors Bureau
Development Corporation of Harlingen, Inc.
Downtown Improvement Board (1)
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 (4)
Library Advisory Board
Mayor Wellness Council
Museum Advisory Board
Parks Advisory Board
Planning & Zoning Advisory Board
Senior Citizens Advisory Board (1)
Small Business Committee
Tax Increment Finance Board (1)
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 551.07(a) to discuss the annual evaluation of the City Manager ***(City Attorney)***

b) Pursuant to Texas Government Code 551.071 to consult with legal counsel regarding pending Collective Bargaining Agreement with Fire Union. ***(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.

b) Consideration and possible action on item 12(b) 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, MARCH 1, 2024** at or before 4:15 a.m./p.m. and remained so posted for at least 72 hours preceding the time of said meeting.

Dated this 1st day of MARCH, 2024

Melinda Gonzales
For: Amanda C. Elizondo, City Secretary

6(a)

REGULAR MEETING

CITY COMMISSION HARLINGEN, TEXAS

A Regular Meeting of the Harlingen City Commission was held January 10, 2024, at 5:30 p.m., at City Hall, Town Hall Meeting Room, 2nd Floor, Harlingen, Texas, and providing the public the ability to view the meeting via the 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.myharlingen.us Those in attendance were:

Mayor and Commissioners
Mayor Norma Sepulveda
Mayor Pro-Tem Rene Perez District 5
Ford Kinsley Commissioner District 1
Daniel N. Lopez, Commissioner District 2 - (Via Zoom)
Michael Mezmar, Commissioner District 3
Frank Morales, Commissioner District 4

City Staff
Gabriel Gonzalez, City Manager
Amanda C. Elizondo, City Secretary
Mark Sossi, City Attorney

Call Meeting to Order

Mayor Sepulveda called the meeting to order, announced that a quorum had been established, and stated that the meeting was duly posted according to state law. The following proceedings were held:

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"?

Mayor Norma Sepulveda – None
Mayor Pro-Tem Perez – None
Commissioner Ford Kinsley – None
Commissioner Daniel N. Lopez – none
Commissioner Michael Mezmar - None
Commissioner Frank Morales – None

1) Presentation of Awards

1. Harlingen Vital Statistics – 2023 Five-Star Award from the Texas Department of Vital Statistics

Mayor Sepulveda congratulated Vital Statistics for their hard work and commitment to serving the community.

2. Business of the Month

Ms. Kelly Cabrera, owner of KK's Closet, and Karly Cabrera (daughter) were present to receive the Business of the Month award. She stated they were honored for this recognition and thanked the City Commission and the community for their support.

Mayor Sepulveda congratulated Ms. Cabrera for being the Business of the Month. The community gets to vote on the next recipient. Your story of resilience is inspiring, and the community has embraced your vision to be all-inclusive.

Citizen Communication/Input

- Dawn Rae Leonard – 4309 N. Minnesota St., Harlingen, TX 78550 – Humane Society
- Raymond Reyes – 706 Nantucket Drive, Harlingen, TX 78550 – Progress and Accountability

2) Approval of Minutes

a) Regular Meeting of December 6, 2023

Commissioner Lopez stated that on Page 1, it was noted that there were no abstentions for him, but he had abstained on Item 2 (f) and Item 4.

Motion was made by Commissioner Lopez and Mayor Pro-Tem Perez to approve the Regular Meeting of December 6, 2023. Motion carried unanimously.

3) Consent Agenda

a) Consideration and possible action authorizing the City Manager to execute an interlocal cooperation agreement between the City of Harlingen and the City of Brownsville to purchase traffic signal equipment and allow a match.

b) Consideration and possible action to approve an ordinance on the second and final reading amending Harlingen Code of Ordinances, Chapter 18, Master Fee Schedule Exhibit "A," establishing a storage fee for the HEB Tennis Center

c) Consideration and possible action to authorize the City Manager, on behalf of the City of Harlingen Police Department, to accept a generous donation of a K-9 Explosive Detection Dog valued at approximately $8,500.00.

d) Consideration and possible action to install a speed hump on the following roads: *(This item was requested by Mayor Pro-Tem Rene Perez and Commissioner Ford Kinsley)*

- Dilworth Road between Business 83 and Garrett Road

e) Consideration and possible action to approve a request for street closures for the 2024 Jackson Street Market Days, the first Saturday of each month, from 9:00 a.m. to 3:00 p.m. (Police).

- Northside intersection of Van Buren Avenue / West Street;
- Alleyway at the 100 Block of Southwest Street;
- East side intersection of Jackson Avenue / "C" Street;
- Southside intersection of Commerce Street /Monroe Avenue;
- Place DETOUR sign at Commerce Street / Monroe Avenue to send traffic eastbound onto Monroe Avenue.
- Southside intersection of "B" Street / Monroe Avenue;
- Southside intersection of the 100 Block of North Commerce Street and the alleyway;
- Northside intersection of the 100 Block of South Commerce Street and the alleyway;
- Northside intersection of Commerce Street and Van Buren Avenue;
- Place DETOUR sign at Commerce Street / Van Buren Avenue to send traffic eastbound onto Van Buren Avenue;
- North and South side intersections of Jackson Avenue / "A" Street;
- North and South side intersections of Jackson Avenue/ First Street;
- North and South side intersections of Jackson Avenue/ 2nd Street;
- North and South side intersections of Jackson Avenue/ 3rd Street; and
- West side intersection of Jackson Avenue / 4th Street.

The North Commerce vehicular southbound traffic will be re-routed eastbound onto Monroe Avenue, and South Commerce vehicular northbound traffic will be re-routed eastbound onto Van Buren Ave.

2024 EVENT SCHEDULE

January 6, 2024	May 4, 2024	September 7, 2024
February 3, 2024	June 1, 2024	October 5, 2024
March 2, 2024	July 6, 2024	November 2, 2024
April 6, 2024	August 3, 2024	December 7, 2024

f) Consideration and possible action to approve a request to close Tennessee Street for the UTRGV 5K Color-Fun Run Event on Saturday, February 10, 2024, from 8:30 a.m. to 11:00 a.m., beginning at the UTRGV Clinical Education Building. Attachment (Police).

g) Consideration and possible action to approve a request for street closures for the 33rd Annual Jalapeno 100 Bike Ride Event, Saturday, February 24, 2024, from 5:00 a.m. to 4:00 p.m. beginning and ending at the Boys and Girls Club located at 1209 West Washington Avenue. Attachment (Police).

- Fair Park Blvd. / West Teege Ave., Eastside of the intersection, blocking the eastbound lane only.
- Fair Park Blvd. between North "L" Street and North "J" Street (No thru traffic) to include all entries and exits from Harlingen Performing Arts, Municipal Auditorium, and Casa de Amistad's parking lots.
- North "J" Street / Washington Ave., Westside of the intersection.
- North "K" Street / Washington Ave., Southside of the intersection,
- North "L" / Adams Ave., Eastside of the intersection.
- North "L" Street and Adams Ave. / Teege Ave., Southside of the intersections.
- Include DETOUR signs at North "L" Street / Fair Park Blvd. to send traffic north and onto Wichita Avenue.

Motion was made by Commissioner Morales and seconded by Commissioner Lopez to approve the Consent Agenda, Items (a through g). Motion carried unanimously.

4) Consideration and possible action to approve the preliminary construction plans and final plat with a variance request regarding the minimum lot depth for Lot 26, Block 1, for the proposed Allison Subdivision, bearing a legal description of 27.91 acres of land out of Block 48, Lon C. Hill Subdivision. Applicant: Vigstol Engineering c/o Choice Land Development.

Xavier Cervantes, Planning and Zoning Director, stated that two months ago, staff presented a proposal to acquire a ditch from the Irrigation District for a proposed subdivision. The staff was authorized to do the paperwork to take ownership of the property. This subdivision will consist of single-family homes. A variance is required on one of the lots because it does not meet the depth requirements. This item went before the Planning and Zoning Commission, which unanimously recommended approval.

Motion was made by Commissioner Mezmar and seconded by Commissioner Morales to approve the preliminary construction plans and final plat with a variance request regarding the minimum lot depth for Lot 26, Block 1, for the proposed Allison Subdivision, bearing a legal description of 27.91 acres of land out of Block 48, Lon C. Hill Subdivision. Motion carried unanimously.

5) Public hearing to adopt an ordinance on first reading amending the City of Harlingen Code of Ordinances, Chapter 111, Article X, Section 111-280, Special Sign Categories, Permitted and Prohibited, by clarifying the allowable signage for feather flag signs for commercial establishments exceeding 100 linear feet at the longest point. Applicant: City of Harlingen

Mr. Cervantes stated that a presentation was held a few months ago to allow the more prominent businesses to have more than one feather flag sign at a time. Staff proposes that if the distance of the linear feet exceeds 100 linear feet at the longest point, businesses qualify for two 50 ft. flags. The new Academy Store is 303 ft. long, so they could qualify for six flags. The Texas Roadhouse is 100 feet, and they also qualify for two flags for a one-time fee of $20. If they renew in person, the cost would be $10; if renewed online or by email, there is no fee.

Commissioner Perez asked about the maximum time they can have the flags.

Mr. Gonzalez stated that the permit duration is 30 days, four times a year.

Mr. Cervantes noted that no one was present at the public hearing during the Planning and Zoning meeting and recommended approval of this item.

Mayor Sepulveda announced that this was a public hearing and anyone wishing to speak for or against could do so.

a) Public Hearing

There being none, Mayor Sepulveda closed the public hearing.

b) Consideration and possible action to approve an ordinance on first reading amending the City of Harlingen Code of Ordinances, Chapter 111, Article X, Section 111-280, Special Sign Categories, Permitted and Prohibited, by clarifying the allowable signage for feather flag signs for commercial establishments exceeding 100 linear feet at the longest point.

Mayor Sepulveda stated that election season is coming up, and citizens are asking about the placement of political signs and when the signs will be removed. She wondered what the city was doing to ascertain when the signs would be removed once the elections were over.

Mr. Cervantes stated that based on the city ordinance, there are no time limitations, but he would check if there were a state law that regulates the removal of political signs.

Motion was made by Mayor Pro-Tem Perez and seconded by Commissioner Kinsley to adopt an ordinance on first reading amending the City of Harlingen Code of Ordinances, Chapter 111, Article X, Section 111-280, Special Sign Categories, Permitted and Prohibited, by clarifying the allowable signage for feather flag signs for commercial establishments exceeding 100 linear feet at the longest point. Motion carried unanimously.

6) Public hearing to adopt an ordinance on first reading for a rezoning request from Residential, Single-Family ("R-1") District to Residential, Duplex ("R-2") District for a property located at 501 W. Filmore Avenue, bearing a legal description of Lot 1, Block 132 Harlingen Original Townsite. Applicant: Reynaldo Del Toro.

Mr. Cervantes stated that this item is about a vacant lot at the corner of Filmore and "E" Street. Reynaldo Del Toro, the Applicant, proposes a new duplex on the property. Across the Street, to the north, is the Robinhood Apartments, surrounded by single-family residential buildings. This request complies with the Harlingen Comprehensive Plan and is low-density residential. This item was presented to the P&Z Commission; no one spoke in opposition, and the Planning and Zoning Commission voted to approve this item.

Mayor Sepulveda announced that this was a public hearing and anyone wishing to speak for or against could do so.

a) Public Hearing

There being none, Mayor Sepulveda closed the public hearing.

b) Consideration and possible action to approve a request to rezone from the Residential, Single-family ("R-1") District to the Residential Duplex ("R-2") District for a property located at 501 W. Filmore Avenue, bearing a legal description of Lot 1, Block 132, Harlingen Original Townsite.

Motion was made by Commissioner Mezmar and seconded by Mayor Pro-Tem Perez to adopt the ordinance on first reading for a rezoning request from a Residential, Single-Family ("R-1") District to a Residential, Duplex ("R-2") District for a property located at 501 W. Filmore Avenue, bearing a legal description of Lot 1, Block 132 Harlingen Original Townsite. Motion carried unanimously.

7) Consideration and possible action authorizing the City Manager to approve a lease agreement with Vantage Tag Systems for 74 golf carts with Yamaha GPS Systems to be used at Tony Butler Golf Course during FY 2024-2028.

Jeff Hart, Tony Butler Golf Course Director, stated this involves the "kill switch" discussed a couple of meetings ago, which will cause the golf carts to shut off if they are driven too close to the greens or in areas off limits.

Mr. Gonzalez stated that staff will use funds from the general fund to pay for the golf carts. The city's sales tax collections are $356,000 over last year for the first two months of the fiscal year. The cost is approximately $13,000 yearly, payable over the 5-year lease. Staff recommends approval.

Motion was made by Commissioner Mezmar and seconded by Commissioner Morales to approve a lease agreement with Vantage Tag Systems for 74 golf carts with Yamaha GPS Systems to be used at Tony Butler Golf Course during FY 2024-2028. Motion carried unanimously.

8) Consideration and possible action to approve an Inter-Local agreement between the City of Harlingen and Harlingen Irrigation District Cameron County No. 1, granting the City permission to use the land for the construction and maintenance of the Lon C. Hill Destination Park and authorize the City Manager to execute the agreement.

Motion was made by Commissioner Lopez and seconded by Commissioner Kinsley to approve the Inter-Local Agreement between the City of Harlingen and Harlingen Irrigation District Cameron County No. 1, granting the city permission to use land for the construction and maintenance of the Lon C. Hill Destination Park and authorize the City Manager to execute the agreement. Motion carried unanimously.

9) Consideration and possible action to adopt the Harlingen Economic Development Corporation (HEDC) updated FY 2024-2027 3-Year Strategic Plan.

Orlando Campos, CEO of Harlingen EDC, stated the corporation's 3-Year Strategic Plan, which was unanimously approved by the board of directors. The EDC held a two-day summer retreat with the City Commission and EDC Board of Directors to review the strategic plan and develop goals for the organization. Members of the community provided critical input for the plan. The plan does include an analysis with vital information and input that all the participants provided.

Motion was made by Commissioner Lopez and seconded by Commissioner Mezmar to adopt the Harlingen Economic Development Corporation (HEDC) updated FY 2024-2027 3-Year Strategic Plan. Motion carried unanimously.

10) Consideration and possible action to prioritize recreational trail projects and to approve a resolution authorizing the City Manager to submit a grant application to the Texas Parks and Wildlife's Recreational Trails Program.

Mr. Gonzalez stated that we could submit a grant for trails, and the City Commission indicated they wanted to review those projects before they were submitted. City Lake, Soccer Complex, Sports Complex, and Hugh Ramsey are the parks being considered.

Javier Mendez, Parks & Recreation Director, stated that the Harlingen Sports Complex has an existing trail comprised of decomposed granite. Staff is proposing to renovate the trail, which is almost a mile long. Depending on the funds received from Parks & Wildlife, this section could be done or extended around the entire complex. The cost estimate is approximately $425,000 for material and labor. The work would be done in-house, on a nine ft. wide trail out of asphalt.

Mr. Gonzalez stated that the maximum grant amount from Parks & Wildlife is $500,000.

Mr. Mendez stated that the second one being considered is City Lake. This trail is very narrow and needs much work. The lighting needs to be replaced and is just under a mile long, 4,426 linear feet. The city's cost estimate is $167,708. The difference is due to adding the 5 feet to the existing trail to expand it by 10 feet wide, doing an overlay on the existing trail, and an overlay on the existing portion. The estimated project cost is $167,000. The Harlingen Soccer Complex is the longest on the proposal. It is 11,727 linear feet, about 2.22 miles, and 9 feet wide asphalt trail. It is currently comprised of decomposed granite and has lost much of the material due to erosion. The staff would like to renovate the trail. Vestal Park has no trail; one would have to be constructed: 0.62 miles, nine ft. wide, made out of asphalt. Estimated cost is $371,839. There are many trails, and we may get much pushback when clearing some trees. Staff could develop a Master Plan for Hugh Ramsey and make the connection during Phase III of the Arroyo Colorado Trail Extension.

Mr. Gonzalez stated that whenever the city decides to do something there, a meeting would be scheduled with the Audubon Society and the Birding Festival Group because they assist with maintaining that particular park.

Mr. Gonzalez stated that the actual amount of the grant is $375,000.

Mayor Sepulveda asked if only one project was to be chosen.

Mr. Mendez responded yes, the advantage with Vestal Park is that the survey is done.

Mr. Mendez stated there is still some money from CDBG for Vestal Park, which could be used as matching funds for the grant.

Commissioner Mezmar mentioned previously that there would be an extension to the Arroyo Trail East; however, he would be against it as it would require taking property from 22 landowners. He stated that he would accept the grant to fund Vestal Park.

Motion was made by Commissioner Mezmar and seconded by Mayor Pro-Tem Perez to prioritize recreational trail projects; and to approve the resolution authorizing the City Manager to submit a grant application to the Texas Parks and Wildlife's Recreational Trails Program. Motion carried unanimously.

11) <u>Consideration and possible action to amend the budget for the Harlingen Health Department and add eleven (11) new positions for the Animal Shelter.</u>

The City of Harlingen Health Department is requesting to amend the budget to include the following positions to manage the daily duties of the Animal Shelter. The number of positions and annual salary with benefits are as follows:

- 1- Animal Shelter Manager- $53,910.04 annual salary with benefits.
- 1- Animal Shelter Supervisor- $45,195.44 annual salary with benefits.
- 1- Animal Adoption Coordinator - $36,968.10 annual salary with benefits.
- 1- Animal Shelter Administrative Secretary - $38,448.54 annual salary with benefits.
- 4-Animal Care Technician Full Time - $34,201.40 annual salary with benefits per position.

- 3-Animal Care Technician Part Time - $18,202.08 annual salary with benefits per position.

Grant Total: $364,933.96

Shannon Harvill, Health Director, stated they were working on the shelter's operation and assisting with the "no-kill." Staff will continue to work towards that. The shelter will operate seven days a week.

Commissioner Mezmar asked if the requirement for an Animal Shelter Manager and Animal Shelter Supervisor is Euthanasia Certification, and if so, who would buy the drugs or have the authority to buy the needed drugs? Is it a staff member, City, or does a veterinarian need to do this?

Ms. Harvill stated that the city currently has a DEA registration number to purchase euthanasia medication and pentobarbital sodium. The drugs are secured with a triple lock.

Commissioner Mezmar asked if the city would bring any veterinarians for spay and neutering.

Ms. Harvill stated that we are looking to have a veterinarian come in multiple times a week to do animal assessments and assist us in making recommendations if an animal is sick and what the cause is. We want a licensed veterinarian to help us. Staff would like to research the spaying and neutering.

Mayor Sepulveda stated they hoped to add to the current allocation of $180,000 by the 4B for the spay and neuter and increase to $200,000. The veterinarian will not be an employee. We have other veterinarians who may want to volunteer their services.

Motion was made by Commissioner Lopez and seconded by Commissioner Mezmar to amend the budget for the Harlingen Health Department and add eleven (11) new positions for the Animal Shelter. Motion carried as follows: FOR: Mayor Pro-Tem Perez, Commissioners: Mezmar, Lopez, Kinsley; AGAINST: Commissioner Morales. (Vote: 4-1).

12) Consideration and possible action to create an Advisory Accessibility Board.

Mayor Sepulveda suggested that an Advisory Accessibility Board be created for city buildings to facilitate getting around within our community to serve the population with disabilities. This topic was brought up at a town hall meeting, and city management can address this by implementing handicapped parking at the community center and crosswalks. This does not require immediate action, but I will advocate for it if it is an Ad Hoc Committee. If the commission wants to move forward, the City Manager can bring it to a meeting.

Mayor Pro-Tem Perez stated this is a good idea and get input from the community, especially people who are disabled.

13) Board Appointments

Commissioner Mezmar re-appointed Bill De Brook to the Downtown Improvement Board and appointed Rick Cavazos to the Senior Citizens Advisory Board.

Mayor Pro-Tem Perez asked how many of the advisory boards meet. He noted that the Keep Harlingen Beautiful had not met in a while. The Senior Citizens Board last met a long time ago. We appoint people to serve, but does someone verify to make sure the boards are meeting?

Mayor Sepulveda added that if we get all the advisory board chairs to meet again, we could discuss whether they are meeting. We could dissolve any that are not meeting. Let's have that type of informal discussion.

Motion was made by Commissioner Lopez and seconded by Commissioner Kinsley to approve the re-appointment of Bill De Brooke to the Downtown Improvement Board, and the appointment of Rick Cavazos to the Senior Citizens Advisory Board. Motion carried unanimously.

14) Executive/Closed Session: pursuant to Government Code Section 551.071 - attorney consultation; Section 551.072 - deliberation regarding real estate; and Section 551.087 - Economic Development relating to the following project:

a) Project Alphabet

At 6:37 p.m., Mayor Sepulveda announced that the City Commission would convene in an Executive Session to discuss Item No. 14 (a).

Motion was made by Mayor Pro-Tem Perez and seconded by Commissioner Morales to convene into Executive Session. Motion carried unanimously.

15) Consideration and possible action regarding Item #14 (a) as discussed in Executive Session.

At 7:07 p.m., Mayor Sepulveda announced that the City Commission had completed its executive session and declared the meeting open to the public.

Motion was made by Commissioner Lopez and seconded by Commissioner Kinsley to approve Item 14 (a) subject to legal review and approval. Motion carried unanimously.

16) Adjournment

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

City of Harlingen

_____
Norma Sepulveda, Mayor

ATTEST:

_____
Amanda C. Elizondo, City Secretary

DRAFT

7(a)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action to approve a request from BCFS Health and Human Services – Harlingen for street closures listed below for their National Child Abuse Prevention / HOPES Program on Saturday, April 6, 2024 from 10:00 a.m. to 1:00 p.m. at 1702 E. Tyler Avenue. Attachment (**Police**)

- Southside intersection of South 17th Street and Tyler Avenue
- East/West alleyway in the 400 block of South 17th Street
- Northside intersection of South 17th Street and Polk Street

Prepared By (Print Name): Michael Kester
Title: Chief of Police
Signature: Michael Kester

Brief Summary:

Bianca Partida, Parent Educator for BCFS Health and Human Services – Harlingen, is requesting street closures listed below for their National Child Abuse Prevention / HOPES Program on Saturday, April 6, 2024 from 10:00 a.m. to 1:00 p.m. at 1702 E. Tyler Avenue.

- Southside intersection of South 17th Street and Tyler Avenue
- East/West alleyway in the 400 block of South 17th Street
- Northside intersection of South 17th Street and Polk Street

These street closures will help to ensure the safety of the participants and visitors attending this event. The Assistant Harlingen Fire Chief has reviewed the request and provided approval.

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: N/A

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

Staff Recommendation:

Staff recommends approval.

For Street Closures ONLY, Fire Chief's approval: ☒ Yes ☐ No ☐ N/A

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

Comments:

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

HARLINGEN POLICE DEPARTMENT
1018 FAIR PARK BLVD., HARLINGEN, TX 78550

INTER-DEPARTMENTAL COMMUNICATION
FRONT DESK: (956) 216-5401 ADMINISTRATION: (956) 216-5403

TO: Chief of Police **DATE: 2/14/24**

FROM: District Representative Benito Bravo #3412

RE: Street Closure Request for BCFS Project HOPES Program

Requestor: Bianca Partida / BCFS Parent Educator
Event Date: Saturday, April 6, 2024
Time: 10:00 A.M. – 1:00 P.M.
Location: 1702 E. Tyler Avenue, Harlingen, TX

Bianca Partida is requesting a street closure on behalf of BCFS Health and Human Services for their Project HOPES Program they plan to host on April 06, 2024, at 1702 E Tyler, Harlingen, TX. The street closure is to provide safe parking for the first responders participating at the event. The first responders will be displaying and demonstrating the equipment they use during the event. To ensure the safety of all participants Ms. Partida is requesting the closure of the 400 Block of South 17th Street on the day of the event between 9:00 A.M. and 1:30 P.M.

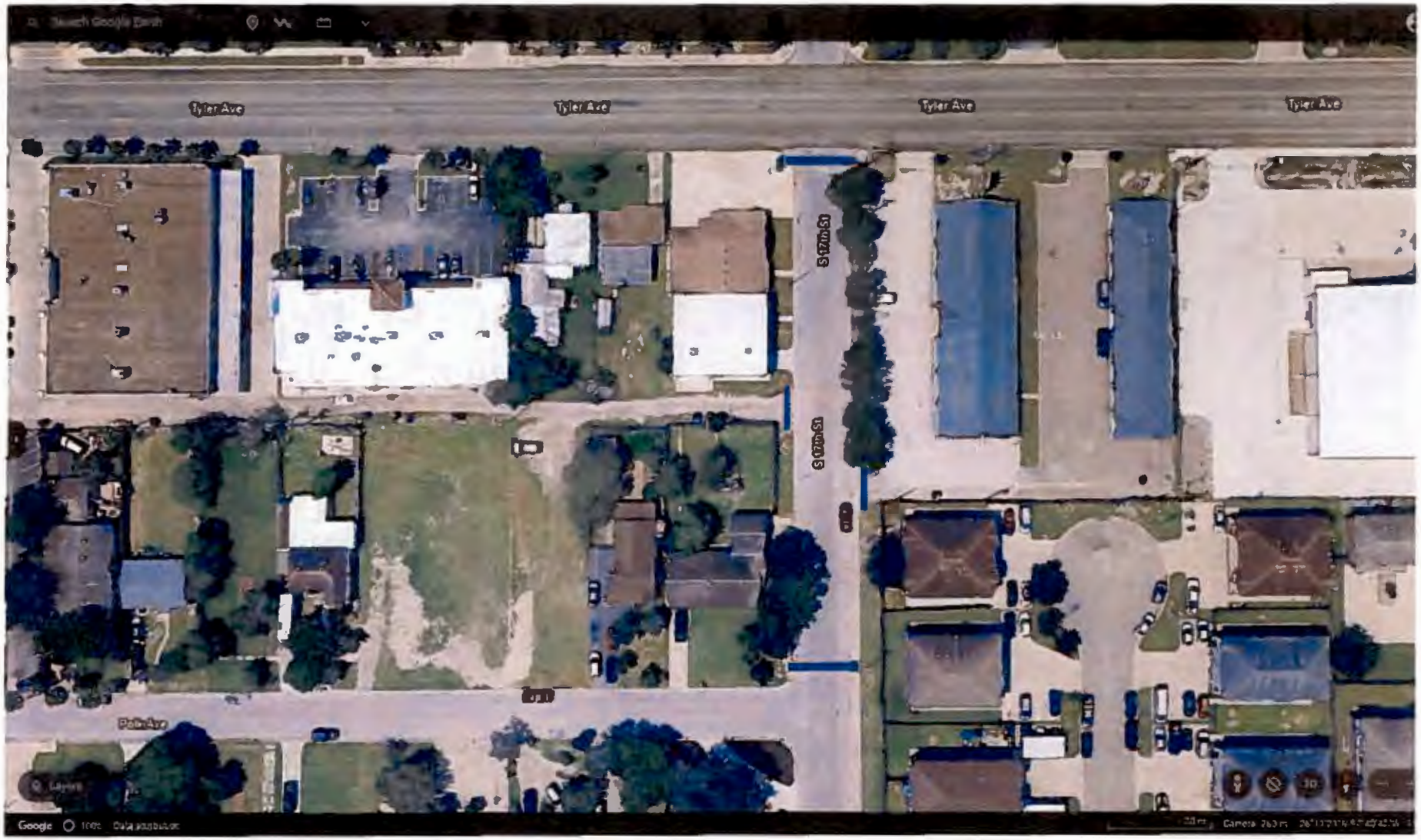
If approved, barricades are to be delivered by the City of Harlingen Streets Department prior to 4:00 P.M. on Friday, April 5, 2024, and removed from the roadway on April 06, 2024, at 1:30 P.M. A copy of the map is attached to this IDC.

- Close the south side intersection of South 17th Street and Tyler Avenue.
- Close the east/west alleyway in the 400 block of South 17th Street.
- Close the north side intersection of South 17th Street and Polk Street.

The Street closure will not interfere with regular business operations in the area.

	SIGNATURE	ID#	DATE
OFFICER / EMPLOYEE		3412	02/14/2024
SERGEANT / SUPERVISOR		3464	2/15/24
COMMANDER / MANAGER		3019	2-15-24
DEPUTY CHIEF		1933	2-15-24
ASSISTANT CHIEF		2625	2-15-24
CHIEF OF POLICE		2088	2-15-24

STREET CLOSURE BCFS PROJECT HOPES PROGRAM



Barricade

Street Closure Request for BCFS Event

Bianca Partida <bp3168@bcfs.net>

Tue 2/13/2024 4:41 PM

To:Frances Pena - HPD <fpena@harlingentx.gov>
Cc:Benito Bravo - HPD <bbravo@harlingentx.gov>

1 attachments (173 KB)

Child Abuse Awareness Flyer 2024 (Official).docx;

Good Afternoon Ms. Pena,
After speaking with Officer Benito Bravo regarding the street closure for our upcoming April Child Abuse Awareness Event. I am attaching the street map of the section we will need blocked off. This request is to ensure that the first responders participating in the event can safely display their units/equipment.

We are requesting that the barricades be placed in the intersection of Tyler Avenue and South 17th Street up to the intersection of South 17th Street and Polk Ave, as well as the alley as indicated on the map. The event begins at 10 AM, the vendors will be arriving at 9:00 AM for setup. It would be greatly appreciated if we could ensure the barricades are in place by 9 AM that day and picked up by 1:30 PM.

The event details are listed below and attached you will find the official event flyer.

Date: Saturday, April 6th, 2024
Location: 1702 E Tyler Ave., Harlingen, TX 78550
Time: 10:00 AM- 1:00 PM

Once again, we extend our gratitude for Harlingen Police Department's collaboration in contributing to the success of our event. Should you have any questions or require additional information, please feel free to contact me directly at bp3168@bcfs.net or 956-200-1350.

Map for street closure request:

Warm Regards,

Bianca Partida, Parent Educator
BCFS Health & Human Services-Harlingen
Community Services Division
1702 E. Tyler, Suite 4 | Harlingen, TX 78550
office (956) 230-3849 | cell (956) 200-1350
website https://link.edgepilot.com/s/154739e2/cwBV-hbTxE_s6T7DdgwfFw?u=http://www.discoverbcfs.net/

BCFS
Health and Human Services • Est. 1944

April Child Abuse Awareness Event

Bianca Partida <bp3168@bcfs.net>
Fri 2/9/2024 11:37 AM
To:Frances Pena - HPD <fpena@harlingentx.gov>

2 attachments (292 KB)
April Event Flyer.pdf; April Event Vendor Form.pdf;

Good morning Ms. Pena,

I trust this email finds you well. My name is Bianca Partida, and I am reaching out to you on behalf of the BCFS Health and Human Services- Project HOPES program. We are currently organizing an event to raise awareness about child abuse, scheduled to take place in April, which is National Child Abuse Prevention Month.

Understanding the significance of community collaboration in promoting child safety, we would be honored to have the Harlingen Police Department participate in our event. Your presence and support would greatly contribute to the success of our initiative. We were very appreciative with your cooperation at our last year's event and hope to have you all participate again.

Event Details:

Date: Saturday, April 6th, 2024
Location: 1702 E Tyler Ave., Harlingen, TX 78550
Time: 10:00 AM- 1:00 PM *(Set-up: 9:00 AM)*

We are planning a variety of activities, including informational sessions, interactive displays, and community engagement opportunities. Your involvement could take the form of setting up a booth, providing educational materials, or any other contribution that aligns with your expertise and resources. We would also like to ask about a street closure for this event.

If the Harlingen Police Department would like to participate, please let us know at your earliest convenience. We can discuss further details, including logistics, space requirements, and any specific preferences you may have for your involvement.

We truly believe that together, we can make a positive impact on our community by raising awareness about child abuse prevention. Your support in this cause is invaluable, and we look forward to the possibility of working with you.

Thank you for considering our invitation. Should you have any questions or require additional information, please feel free to contact me directly at bp3168@bcfs.net or 956-200-1350.

Attached you will find the event flyer and vendor form.

Warm Regards,

Bianca Partida, Parent Educator
BCFS Health & Human Services-Harlingen
Community Services Division
1702 E. Tyler, Suite 4 | Harlingen, TX 78550
office (956) 230-3849 | cell (956) 200-1350
website https://link.edgepilot.com/s/6b11e5ab/UeqLkF_JCUCb4FpDP3_RjQ?u=http://www.discoverbcfs.net/

BCFS
Health and Human Services · Est. 1944

STAND AGAINST CHILD ABUSE

AT BCFS
HHS HARLINGEN

PINWHEELS FOR PREVENTION

GAMES!

GIVEAWAYS!

INFORMATION!

COMMUNITY RESOURCES!

EVERYTHING IS FREE!

APRIL 6TH, 2024

10:00 A.M – 1:00 P.M

1702 E. TYLER ST. HARLINGEN TX

BCFS

Health and Human Services · Est. 1944

BCFS Health & Human Services

Dear Potential Vendor

We invite you to join us as a vendor for our Child Abuse Prevention Awareness Event. Your participation and support will enable us to provide awareness for the month of April! Together, we can empower our community to protect our children.

Vendor agreement

All vendors set up at 1702 E Tyler Ave Harlingen TX 78550. VENDOR MUST SET UP BY 9AM. The event is from 10am-1pm. We kindly ask you to bring snacks or games for your booth.

General Rules

- No loud or distracting methods of drawing attention allowed.
- Do not block other booths or place merchandise outside your booth.
- Vendors are responsible for clean-up and maintenance of their area during and after events.

Company Name: _____

Contacts Name & Title: _____

Contacts email address: _____

Company address: _____

Company phone: _____

****Please bring table and chair****

BCFS

Health and Human Services • Est. 1944

BCFS Health and Human Services-Harlingen

HOPES for Prevention Event

In recognition of Child Abuse Prevention Month

Saturday, April 6, 2024
10 a.m. – 1 p.m.

BCFS Health and Human Services-Harlingen
1702 E. Tyler Avenue, Harlingen Texas 78550

Join us for games, prizes, and family fun!

For more information, please contact
Jeff Wolpers at (956) 230-3849 or JW1014@bcfs.net

RE: STREET CLOSURE REQUEST - HOPES FOR PREVENTON EVENT

Eduardo Alvarez - HFD <ealvarez@harlingentx.gov>

Mon 2/19/2024 2:08 PM

To:Frances Pena - HPD <fpena@harlingentx.gov>;Rafael Balderas - HFD <rbalderas@harlingentx.gov>;Ruben Balboa - HFD <rbalboa@harlingentx.gov>;Donna Henderson - HFD <dhenderson@harlingentx.gov>

HFD has no issues with the closures.

Thanks,

Eduardo Alvarez
Assistant Fire Chief
EOC / Training Center
24200 N FM 509
Harlingen TX 78550
Office : 956.230.5051
Cell: 956-897-1131
ealvarez@harlingentx.gov

From: Frances Pena - HPD <fpena@harlingentx.gov>
Sent: Monday, February 19, 2024 11:04 AM
To: Eduardo Alvarez - HFD <ealvarez@harlingentx.gov>; Rafael Balderas - HFD <rbalderas@harlingentx.gov>; Ruben Balboa - HFD <rbalboa@harlingentx.gov>; Donna Henderson - HFD <dhenderson@harlingentx.gov>
Subject: STREET CLOSURE REQUEST - HOPES FOR PREVENTON EVENT

Good Morning Asst. Fire Chief Alvarez:

I would ask if you could please review the attached street closure request for the following event:

1. HOPES FOR PREVENTION EVENT

Please provide your recommendation so that I can include as an agenda item at the next City Commission meeting.

Thank you!

7(b)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action to authorize the City Manager, on behalf of the City of Harlingen, to submit a grant application, accept a related award, and ultimately expend said funding in the amount of **$56,104.50** to the Office of the Governor– Criminal Justice Division regarding the Bullet-Resistant Shield Grant Program, FY2025. Attachment (**Police**)

Prepared By (Print Name): Michael Kester
Title: Chief of Police
Signature:

Brief Summary:

The FY25 Bullet Resistant Shield Grant Program's purpose is to provide funding directly to equip peace officers with bullet-resistant shields. The Harlingen Police Department plans to apply for funding for 10 bullet-resistant shields in the amount of **$56,104.50**. There is no cash match required.

Funding (if applicable):

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

*If no, specify source of funding and amount requested: The source of funding will derive from reimbursement requests to the Office of the Governor– Criminal Justice Division.

Finance Director's approval: [ ] Yes [ ] No [ ] N/A

Staff Recommendation:

Staff recommends that we apply to the FY25 Bullet Resistant Shield Grant Program to equip officers with a bullet-resistant shield.

City Manager's approval: [✓] Yes [ ] No [ ] N/A

Comments:

City Attorney's approval: [ ] Yes [ ] No [ ] N/A

RESOLUTION NO. _____

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS AUTHORIZING THE HARLINGEN POLICE DEPARTMENT TO SUBMIT A GRANT APPLICATION, ACCEPT RELATED AWARD AND ULTIMATELY EXPEND SAID FUNDING IN REFERENCE TO THE BULLET RESISTANT SHIELD GRANT PROGRAM, FY 2025 MADE AVAILABLE BY THE OFFICE OF THE GOVERNOR - CRIMINAL JUSTICE DIVISION TO EQUIP PEACE OFFICERS WITH BULLET-RESISTANT SHIELDS.

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region that the Harlingen Police Department submit an application to the FY25 Bullet Resistant Shield Grant Program to obtain bullet-resistant shields for officers,

WHEREAS, the grant program is authorized by a Budget Execution Order proposed by the Legislative Budget Board and ratified by Governor Abbott on June 28th, 2022, pursuant to Texas Government Code, Section 317.002, and Section 317.005(b).

WHEREAS, the governing body of the City of Harlingen had considered the proposed grant funding opportunity under the FY 25 Bullet Resistant Shield Grant Program, in the proposed amount of **$56,104.50** for 10 bullet resistant shields from the Office of the Governor – Criminal Justice Grants Division; and

WHEREAS, the City Commission of the City of Harlingen designates the City Manager Gabriel Gonzalez as the authorized official to apply for, accept, reject, alter or terminate funding of said grant.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS: that the City Commission approves the submission of a grant application by the Harlingen Police Department to the Office of the Governor – Criminal Justice Grants Division FY25 Bullet Resistant Shield Grant Program.

CONSIDERED AND ADOPTED this _____day of_____, 2024, 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:

_____

Amanda Elizondo, City Secretary

7(c)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consider and take action to authorize the City Manager, on behalf of the City of Harlingen, to submit a grant application, accept related award and ultimately expend said funding in the amount of **$57,395.66** to the Office of the Governor – Criminal Justice Division; with HPD responsible for **$14,348.92** in matching funds, in regard to the General Victim Assistance Program, FY2025 that will continue to fund the Crime Victim Liaison position at the Harlingen Police Department. Attachment (**Police**)

Prepared By (Print Name): Michael Kester
Title: Chief of Police
Signature:

Brief Summary:

The Harlingen Police Department is seeking to apply to the General Victim Assistance Program, FY2025, which funds the Crime Victim Liaison position. The grant is effective from 10/01/2024 – 09/30/2025.

Funding (if applicable):

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

*If no, specify source of funding and amount requested: The source of funding will derive from reimbursement requests to the Office of the Governor– Criminal Justice Division.

Finance Director's approval: [ ] Yes [ ] No [ ] N/A

Staff Recommendation:

Staff recommends that we apply, accept related funding, and ultimately expend said funding for the Crime Victim Liaison position.

City Manager's approval: GG [✓] Yes [ ] No [ ] N/A

Comments:

City Attorney's approval: [✓] Yes [ ] No [ ] N/A

RESOLUTION NO. _____

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS AUTHORIZING THE HARLINGEN POLICE DEPARTMENT TO SUBMIT A GRANT APPLICATION, ACCEPT RELATED AWARD AND ULTIMATELY EXPEND SAID FUNDING IN REFERENCE TO GRANT #2555210 FROM THE OFFICE OF THE GOVERNOR CRIMINAL JUSTICE DIVISION IN REGARD TO THE GENERAL VICTIM ASSISTANCE GRANT PROGRAM, FY2025.

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region to accept funding from the Office of the Governor – Criminal Justice Division, which will continue to fund the Crime Victim Liaison position at the Harlingen Police Department; and

WHEREAS, the governing body of the City of Harlingen had considered the proposed grant funding opportunity under the General Victim Assistance Program, FY2025, in the proposed amount of **$57,395.66** from the Office of the Governor – Criminal Justice Division, with HPD responsible for **$14,348.92** in matching funds; and

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the General Victim Assistance Program funds, endorses the application and ultimate acceptance of the award for the Harlingen Police Department; and

WHEREAS, the City Commission of the City of Harlingen designates the City Manager Gabriel Gonzalez as the authorized official to apply for, accept, reject, alter or terminate funding of said grant.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS: that the City Commission approves the submission, acceptance, and expenditure of grant funding awarded by the Office of the Governor, Criminal Justice Division for the funding made available under the General Victim Assistance Program, FY2025 in the amount of **$57,395.66.**

CONSIDERED AND ADOPTED this _____ day of _____, 2024, 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**.

GRANT #2555210

CITY OF HARLINGEN:

_____

Norma Sepulveda, Mayor

ATTEST:

_____

Amanda Elizondo, City Secretary

7(d)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consider and take action to authorize the City Manager, on behalf of the City of Harlingen, to submit a grant application, accept a related award, and ultimately expend said funding in the amount of **$42,276.26** to the Office of the Governor – Criminal Justice Division in regards to the Criminal Justice Grant Program, FY2025. Attachment (**Police**)

Prepared By (Print Name): Michael Kester
Title: Chief of Police
Signature:

Brief Summary:

The Harlingen Police Department is seeking to apply to the Criminal Justice Grant Program, FY2025, which will be used to replace and upgrade computer workstations at the 911 communications center operated by public safety communication officers. The grant is effective from 10/01/2024 – 09/30/2025. There is no match required.

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: The source of funding will derive from reimbursement requests to the Office of the Governor– Criminal Justice Division.

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

Staff Recommendation:

Staff recommends that we apply, accept related funding, and ultimately expend said funding for the 911 communications center.

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

Comments:

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

RESOLUTION NO. _____

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE HARLINGEN POLICE DEPARTMENT TO SUBMIT A GRANT APPLICATION, ACCEPT RELATED AWARD, AND ULTIMATELY EXPEND SAID FUNDING IN REFERENCE TO THE CRIMINAL JUSTICE GRANT PROGRAM, FY2025 MADE AVAILABLE BY THE OFFICE OF THE GOVERNOR - PUBLIC SAFETY OFFICE

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region to accept funding from the Office of the Governor – Criminal Justice Division, which will be used to replace and upgrade computer workstations at the 911 communications center operated by public safety communication officers; and

WHEREAS, the governing body of the City of Harlingen had considered the proposed grant funding opportunity under the Criminal Justice Grant Program, FY2025, in the proposed amount of **$42,276.26** from the Office of the Governor – Criminal Justice Division, and

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the Criminal Justice Grant Program funds, endorses the application and ultimate acceptance of the award for the Harlingen Police Department; and

WHEREAS, the City Commission of the City of Harlingen designates the City Manager Gabriel Gonzalez as the authorized official to apply for, accept, reject, alter or terminate funding of said grant.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS: that the City Commission approves the submission, acceptance, and expenditure of grant funding awarded by the Office of the Governor, Criminal Justice Division for the funding made available under the Criminal Justice Grant Program, FY2025 in the amount of **$42,276.26.**

CONSIDERED AND ADOPTED this ___day of _____, 2024, 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**.

GRANT #4724001

CITY OF HARLINGEN:

_____

Norma Sepulveda, Mayor

ATTEST:

_____

Amanda Elizondo, City Secretary

7(e)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consider and take action to authorize the City Manager, on behalf of the City of Harlingen, to submit a grant application, accept a related award, and ultimately expend said funding in the amount of **$56,000.00** to the Office of the Governor – Homeland Security Grants Division in regards to the 2024 State Homeland Security Program – LETPA Projects (SHSP-L) which will be used to fund fourteen night vision goggles for the HPD SWAT Team. Attachment (**Police**)

Prepared By (Print Name): Michael Kester
Title: Chief of Police
Signature:

Brief Summary:

The Harlingen Police Department is seeking to apply to the 2024 State Homeland Security Program – LETPA Projects (SHSP-L), which will be used to enhance the HPD SWAT team. The grant is effective from 9/1/2024 – 08/31/2025. There is no match required.

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: The source of funding will derive from reimbursement requests to the Office of the Governor– Homeland Security Grants Division.

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

Staff Recommendation:

Staff recommends that we apply, accept related funding, and ultimately expend said funding for upgrades to the SWAT Team.

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

Comments:

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

RESOLUTION NO. _____

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE HARLINGEN POLICE DEPARTMENT TO SUBMIT A GRANT APPLICATION, ACCEPT RELATED AWARD, AND ULTIMATELY EXPEND SAID FUNDING IN REFERENCE TO THE STATE HOMELAND SECURITY PROGRAM - LETPA PROJECTS (SHSP-L) - FEDERAL FISCAL YEAR 2024

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region to accept funding from the Office of the Governor - Homeland Security Grants Division, which will be used to fund fourteen-night vision goggles for the Harlingen Police Department SWAT team; and

WHEREAS, the governing body of the City of Harlingen had considered the proposed grant funding opportunity under the 2024 State Homeland Security Program - LETPA Projects (SHSP-L), in the proposed amount of **$56.000.00** from the Office of the Governor - Homeland Security Grants Division; and

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the 2024 State Homeland Security Program - LETPA Projects (SHSP-L), funds, endorses the application and ultimate acceptance of the award for the Harlingen Police Department; and

WHEREAS, the City Commission of the City of Harlingen designates the City Manager Gabriel Gonzalez as the authorized official to apply for, accept, reject, alter or terminate funding of said grant.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS: that the City Commission approves the submission, acceptance, and expenditure of grant funding awarded by the Office of the Governor - Homeland Security Grants Division for the funding made available under the 2023 State Homeland Security Program - LETPA Projects (SHSP-L), in the amount of **$56.000.00**

CONSIDERED AND ADOPTED this ___day of_____ 2024, 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.**

GRANT #4725001

CITY OF HARLINGEN:

_____

Norma Sepulveda, Mayor

ATTEST:

_____

Amanda Elizondo, City Secretary

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consider and take action to authorize the City Manager, on behalf of the City of Harlingen, to submit a grant application, accept a related award, and ultimately expend said funding in the amount of **$33,664.20** from to the Office of the Governor – Criminal Justice Division in regards to the Rifle Resistant Body Armor Grant Program, FY2025 which will be used to fund rifle resistant body armor for officers of the Harlingen Police Department. Attachment (**Police**)

Prepared By (Print Name): Michael Kester
Title: Chief of Police
Signature:

Brief Summary:

The Harlingen Police Department is seeking to apply to the Rifle Resistant Body Armor Grant Program, FY2025, which will be used to outfit officers whose vests have expired or will expire soon, with new body armor. The grant is effective from 09/01/2024 – 08/31/2025. There is no match required.

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: The source of funding will derive from reimbursement requests to the Office of the Governor– Criminal Justice Division.

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

Staff Recommendation:

Staff recommends that we apply, accept related funding, and ultimately expend said funding for rifle-resistant vests.

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

Comments:

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

RESOLUTION NO. _____

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS, AUTHORIZING THE HARLINGEN POLICE DEPARTMENT TO SUBMIT A GRANT APPLICATION, ACCEPT RELATED AWARD, AND ULTIMATELY EXPEND SAID FUNDING IN REFERENCE TO THE RIFLE RESISTANT BODY ARMOR GRANT PROGRAM, FY2025 MADE AVAILABLE BY THE OFFICE OF THE GOVERNOR - PUBLIC SAFETY OFFICE TO SUPPLY OFFICERS WITH RIFLE RESISTANT BODY ARMOR AND VESTS

WHEREAS, the City of Harlingen finds it in the best interest of the citizens of Harlingen, Texas, and the region to accept funding from the Office of the Governor – Criminal Justice Division, which will be used to fund rifle-resistant body armor for officers; and

WHEREAS, the governing body of the City of Harlingen had considered the proposed grant funding opportunity under the Rifle Resistant Body Armor Grant Program, FY2025, in the proposed amount of **$33,664.20** from the Office of the Governor – Criminal Justice Division, and

WHEREAS, the governing body of the City of Harlingen, Texas, understanding the financial limitations and obligations related to such funding, including the full return of grant funds in the event of a loss or misuse of the Rifle Resistant Body Armor Grant Program funds, endorses the application and ultimate acceptance of the award for the Harlingen Police Department; and

WHEREAS, the City Commission of the City of Harlingen designates the City Manager Gabriel Gonzalez as the authorized official to apply for, accept, reject, alter or terminate funding of said grant.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HARLINGEN, TEXAS: that the City Commission approves the submission, acceptance, and expenditure of grant funding awarded by the Office of the Governor, Criminal Justice Division for the funding made available under the Rifle Resistant Body Armor Grant Program, FY2025 in the amount of **$33,664.20.**

CONSIDERED AND ADOPTED this _____day of_____, 2024, 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**.

GRANT #4725201

CITY OF HARLINGEN:

_____

Norma Sepulveda, Mayor

ATTEST:

_____

Amanda Elizondo, City Secretary

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:
Consideration and possible action to authorize the City Manager to enter into a supplemental agreement with the Texas Department of Transportation (TxDOT) for the installation and reimbursement for the operation and maintenance of traffic signals within a municipality.
Prepared By: Christopher D. Torres, Director
Brief Summary:
Back on January 7, 1968, the City Commission and TxDOT entered into an agreement for the installation and reimbursement for the operation and maintenance of traffic signals within the city limits of Harlingen. Every two years TxDOT sends a supplemental agreement for signature by the City Manager. This agreement specifies the amount of compensation and locations of said traffic signals. This agreement will generate an annual revenue of $49,800.
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:

SUPPLEMENTAL AGREEMENT
TO
AGREEMENT FOR THE INSTALLATION AND REIMBURSEMENT FOR THE OPERATION AND MAINTENANCE OF TRAFFIC SIGNALS WITHIN A MUNICIPALITY

WHEREAS, on the **7TH** day of **January, 1968**, an Agreement for the Installation and Reimbursement for the Operation and Maintenance of Traffic Signals within a Municipality was entered into by and between the Texas Department of Transportation hereinafter called the "State," and the City of **HARLINGEN**, hereinafter called the "City," and subsequently identified the agreement as Contract no. **6414-49-001**; and

WHEREAS, the parties to this agreement have mutually determined that it is necessary to amend the original agreement due to the following reason/reasons: No Changes

NOW, THEREFORE, Contract No. **6414-49-001** is amended as follows:

EXHIBIT 1 and 2

EXHIBITS 1 and 2 is amended to add, delete and modify traffic signals installed in the City since the last revision.

Article 4. Compensation

The maximum amount payable under this agreement is **$49,800.00** per year in accordance with the above changes. Calculations for the increase to the maximum amount payable are as follows:

AMOUNT OF THIS SUPPLEMENTAL AGREEMENT	$ 0.00
ORIGINAL MAXIMUM AMOUNT PAYABLE PER YEAR	$ 49,800.00
REVISED MAXIMUM AMOUNT PAYABLE PER YEAR	$ 49,800.00

ARTICLE 5. Payment

The amount of this supplemental agreement shown above shall be a prorated amount based on the cost for the type of installation calculated on EXHIBIT 3 of the original agreement and any increases or decreases caused by any subsequent supplemental agreements. The monthly payment shall be adjusted accordingly.

All other terms or conditions are unchanged and remain in full force and effect.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED DUPLICATE COUNTERPARTS TO EFFECTUATE THIS AGREEMENT.

The City of Harlingen, Texas

By:

Signature	Date
Print Name	Title

ATTEST:

City Secretary	Date

THE STATE OF TEXAS
Executed and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

APPROVED By:

Pedro R. Alvarez, P.E. Pharr District Engineer	Date

EXHIBIT 1

CONTRACT #: 6414-49-001

MUNICIPALITY: City of Harlingen New Count: mm/dd/yyyy

Signalized intersections on State Expressways located within the City of Harlingen.

HIGHWAY NO. IH 69E

Diamond Intersections	Roadway name	Map Location #	Page #
IH 69E EXPWY	at Loop 499 (Ed Carey)	1	8
IH 69E EXPWY	at New Hampshire	2	9
IH 69E EXPWY	at FM 1479	3	11
IH 69E EXPWY	at F Street	4	12
IH 69E EXPWY	at M Street	5	13
IH 69E EXPWY	at Lincoln	6	14
IH 69E EXPWY	at Harrision	7	15
IH 69E EXPWY	at Tyler	8	15
IH 69E EXPWY	at Spur 54	9	16
IH 69E EXPWY	at FM 2994 (Wilson Rd)	10	17
Total : 10			

Overhead Flashing	Roadway name	Map Location #	Page #
IH 69E EXPWY NBFR	at Louisiana	3	10
IH 69E EXPWY SBFR	at Louisiana	3	10
IH 69E EXPWY NBFR	at Louisiana	11	18
IH 69E EXPWY SBFR	at Louisiana	11	18
Total : 4			

Actuated Intersections	Roadway name	Map Location #	Page #
Total : 0			

Post Mount Flashers	Roadway name	Map Location #	Page #
Total : 0			

Fixed Time Intersections	Roadway name	Map Location #	Page #
Total : 0			

EXHIBIT 2

CONTRACT #: 6414-49-001

MUNICIPALITY: City of Harlingen New Count: mm/dd/yyyy

Signalized intersections on State Expressways located within the City of Harlingen.

HIGHWAY NO. IH 2

Diamond Intersections	Roadway name	Map Location #	Page #
IH 69E EXPWY	at Dixieland	1	20
IH 69E EXPWY	at Stuart Place Rd	5	24
Total : 2			

Actuated Intersections	Roadway name	Map Location #	Page #
IH 2 EBFR	at Palm Court	2	21
Total : 0			

Overhead Flashing	Roadway name	Map Location #	Page #
IH 2 EXPWY WBFR	at Chester Park	3	22
IH 2 EXPWY EBFR	at Chester Park	3	22
IH 2 EXPWY WBFR	at Lewis Lane	4	23
IH 2 EXPWY EBFR	at Lewis Lane	4	23
IH 2 EXPWY WBFR	at Altas Palmas	6	25
IH 2 EXPWY EBFR	at Altas Palmas	6	25
Total : 6			

Actuated Intersections	Roadway name	Map Location #	Page #
Total : 0			

Post Mount Flashers	Roadway name	Map Location #	Page #
Total : 0			

Fixed Time Intersections	Roadway name	Map Location #	Page #
Total : 0			

EXHIBIT 3

CONTRACT #: 6414-49-001
MUNICIPALITY: City of Harlingen New Count: mm-dd-yyyy

Actuated Signals at conventional intersections and at Tee Intersections shall be reimbursed at **$2,400.00** per intersection per year.

Calculation:

1	location(s)	X	$ 2,400.00	=	$ 2,400.00	Per Year
				=	$ 200.00	Per Month

Fixed Time Signals shall be reimbursed at **$1,500.00** per intersection per year.

Calculation:

0	location(s)	X	$ 1,500.00	=	$ -	Per Year
				=	$ -	Per Month

Diamond Interchange Signals with one controller shall be reimbursed at **$3,000.00** per intersection per year.

Calculation:

12	location(s)	X	$ 3,000.00	=	$ 36,000.00	Per Year
				=	$ 3,000.00	Per Month

Sign Mounted Flashers shall be reimbursed at **$1,020.00** per intersection per year.

Calculation:

0	location(s)	X	$ 1,020.00	=	$ -	Per Year
				=	$ -	Per Month

Overhead Flashing Beacons shall be reimbursed at **$1,140.00** per intersection per year.

Calculation:

10	location(s)	X	$ 1,140.00	=	$ 11,400.00	Per Year
				=	$ 950.00	Per Month

TOTAL:	**$ 49,800.00**	**Per Year**
	$ 4,150.00	**Per Month**

7(h)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: March 6, 2024

Agenda Item:

Consideration and possible action to approve an ordinance on second and final reading amending the City of Harlingen's budget for Fiscal Year 2024.

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 $17,000

- $17,000 Department Requests
  - Street Use Fee/Sanitation Department-Monthly Transfer Funds $12,000
  - Outside sources/sponsors for It's Time Texas Community Challenge $5,000

Expenditures increased by $4,031,697

- $2,015,275 Encumbrance Rollovers
- $2,016,422 Department Requests
  - Legal – No budget was added for utility expenses $700
  - HR/Risk – To cover increase cost for property & casualty insurance $162,835
  - MIS – Expenses for Cybersecurity incident of October 16th $170,664
  - Police – Gym facility insulation $13,500
  - Police – Audio/Video Recording equipment with utility approved by CC on 11/1/23 $396,000
  - Police – Mapping Software of major accidents approved by CC on 2/4/24 $48,236
  - Police – LEOSE remaining balance from previous years $21,215
  - Public Works – Purchase of unit approved by CC on 2/7/24 $50,350
  - Public Works – Sidewalk on Dixieland improvement project approved by CC on 12/6/23 $23,441
  - Public Works – AFA TxDOT Interchange Landscaping Maintenance Agreement $91,051
  - Public Works – Purchase of Tractor and Boom Mower approved by CC on 2/7/24 $277,330
  - Public Works – Purchase of unit approved by CC on 2/7/24 $50,350
  - Public Works – Purchase of striping machine approved by CC on 2/7/24 $26,043
  - Parks & Recreation – Materials for 2024 It's Time Texas Community Challenge $5,000
  - Parks – Boy's & Girl's approved by CC to be moved from CDBG budget $30,000
  - Library – Repair to the Library Kiosk in the park $10,000
  - Health – Car allowance was not budgeted $4,800
  - Health – Start operations for Harlingen Animal Shelter $504,483
  - Public Buildings – Purchase of unit approved by CC on 2/7/24 $50,350
  - Building Insp – Deputy Chief Building Position $80,074

Tennis Court

Expenditures increased by $5,673

- $5,673 Encumbrance Rollovers

Hotel/Motel

Expenditures increased by $165,780

- $165,780 Encumbrance Rollovers(A/C for Performing Arts)

Harlingen CVB
Expenditures increased by $11,775
- $11,775 Encumbrance Rollovers

Grant Award Fund – Restricted Fund –
Revenues Increased by $9,249,815
- $ 9,249,815 Grant revenue
  - Police - Federal Pass Thru / Homeland Security Grant $2,402
  - ARPA – Revenue recognition based on expenditures $7,917,794
  - Health – Federal Pass Thru / COVID19-HHS0010763000001 $166,852
  - Health – PHIG Grant Year 2 Project GI2302 $97,646
  - Outside Sources/Harlingen Housing Authority $1,065,121

Expenditures Increased by $11,241,028
- $2,948,249 Encumbrance Rollovers
- $8,292,779 Awards and Grants
  - Police – Homeland Security $2,402
  - CDBG – Los Vecinos Street Improvements Project $1,065,121
  - Health – Roll over of funds from FY 23 $166,852
  - Health – Revised budget for PHIG grant $97,646
  - ARPA – ARPA Funds for HWWS $5,358,547
  - ARPA – ARPA Funds $1,602,211

Public, Educational, and Governmental Programming (PEG) –
Expenditures increased by $196,993
- $196,993 Encumbrance Rollovers

Harlingen Convention Center Fund –
Expenditures increased by $19,125
- $ 19,125 department requests
  - Convention Center-Christmas Tree Setup/Breakdown/Storage $19,125

Federal Forfeitures Fund –
Expenditures increased by $221,559
- $ 1,559 Encumbrance Rollovers
- $ 220,000 department requests
  - Police – Purchases to be made through out the fiscal year $220,000

State Forfeitures Fund –
Revenues increased by $60,000
- $ 60,000 department requests
  - Police – Purchases & Travel & Training to be used throughout the fiscal year $60,000

Infrastructure Fund –
Expenses increased by $186,242
- $186,242 Encumbrance Rollovers

Municipal Auditorium Fund –
Revenues decreased by -$47,360
- -$ 47,360 department requests
  - Transfer in From / Hotel Motel Fund – Monthly Transfer Funds -$47,360

Expenditures increased by $375

- $375 Encumbrance Rollovers

Sanitation Fund –
Expenses increased by $711,091
- $586,091Encumbrance Rollovers
- $125,000 Settlement
  - Srvcs & Chrgs-General/Small Claims-Unfunded – Settlement and release of Routeware contract $125,000

Harlingen Arts and Heritage Museum –
Revenues decreased by -$29,680
- -$29,680 Department requests
  - Transfer in From / Hotel Motel Fund – Monthly Transfer Funds -$29,680

Expenses increased by $375
- $375 Encumbrance Rollovers

Tony Butler Golf Course Fund –
Expenses decreased by -$170,991
- -$170,991 Department requests
  - Other Financing Uses-Debt/Debt Service-Interest – Correction to expense account -$182,832
  - Other Financing User-Debt/Debt Service – Interest-Under budgeted for interest on outside mowing equipment $4,605
  - Personnel Svcs - Benefits/City Health Insurance – was not budgeted $7,200
  - Personnel Svcs – Benefits/Life Insurance – was not budgeted $36

Motor Vehicle/Warehouse Fund –
Expenses increased by $332,884
- $332,884 Encumbrance Rollovers

Total – Revenues increased by ($9,189,775) - Expenditures increased by ($17,013,606)

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 recommends approval.

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

Comments:

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

Departmental Budget Projections and Requests
Department Request
Fiscal Year 2024

Exhibit A

203 Days of Operation

Fund	*Estimated* Beginning Fund Balance	Projected Revenues	Requested Expenditures	Revenues Over(Under) Expenditures	*Estimated* Ending Fund Balance
General Fund	$ 37,474,442	$ 57,856,945	$ 61,251,505	$ (3,394,560)	$ 34,079,882
Tennis Court	179,651	209,603	208,282	1,321	180,972
Hotel / Motel	2,240,780	1,744,680	1,194,280	550,400	2,791,180
Catastrophic Emergency	844,628	32,400	25,000	7,400	852,028
Free Trade Bridge	553,368	178,040	100,000	78,040	631,408
Convention and Visitors Bureau	362,042	594,325	654,041	(59,716)	302,326
Award Programs - Restricted	427,989	25,627,586	27,268,240	(1,640,654)	(1,212,665)
Public, Educational, and Governmental Programming	1,121,005	147,760	496,993	(349,233)	771,772
Harlingen Convention Center	1,567,579	27,900	19,125	8,775	1,576,354
Federal Forfeitures	434,128	139,573	446,559	(306,986)	127,142
State Forfeitures	134,256	35,515	120,000	(84,485)	49,771
Tax Increment Financing No. 1	1,472,726	284,332	2,000	282,332	1,755,058
Tax Increment Financing No. 2	2,612,698	588,332	2,000	586,332	3,199,030
Tax Increment Financing No. 3	470,391	903,473	572,000	331,473	801,864
Debt Service	584,481	4,725,249	4,702,826	22,423	606,904
Infrastructure	1,870,254	1,875,100	2,002,342	(127,242)	1,743,012
Municipal Auditorium*	807,460	278,925	320,177	(41,252)	766,208
Sanitation/Sanitary Landfill*	15,004,900	10,471,500	10,788,598	(317,098)	14,687,802
Harlingen Arts and Heritage Museum*	48,349	92,821	123,113	(30,292)	18,057
Municipal Golf Course*	(613,134)	881,724	1,318,301	(436,577)	(1,049,711)
Motor Vehicle Warehouse*	7,919,568	2,612,980	2,578,432	34,548	7,954,116
Health Insurance*	579,718	6,049,565	6,045,366	4,199	583,917
Lon C. Hill Memorial Library	72,063	24,873	88,000	(63,127)	8,936
Total	$ 76,169,342	$ 115,383,201	$ 120,327,180	$ (4,943,979)	$ 71,225,363

**Working capital presented in place of fund balance.*

Exhibit B

City of Harlingen

Budget Amendment No. 1

Fiscal Year 2024

	General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total
GENERAL FUND					
Revenues					
Street Use Fee / Sanitation Department	001-0000-303.60-02		12,000		12,000
Outside Sources / Sponsors	001-0000-371.05-00		5,000		5,000
Total General Fund Revenues		$ -	$ 17,000	$ -	$ 17,000
Expenditures					
City Manager - Srvcs & Chrgs - General / Technical Services	001-1101-411.30-11				-
Legal - Srvcs & Chrgs - General / Utilities/Communications	001-1201-412.30-01		700		700
Public Relations / State of the City Address	001-1301-414.67-00			327	327
Admin Services-Srvcs & Chrgs - General / Professional Services	001-1399-413.30-10			9,750	9,750
Admin Services-Srvcs & Chrgs - Misc / Loaves & Fishes	001-1399-413.39-35			75,000	75,000
Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-1399-413.39-99			3,263	3,263
Capital Outlay / Office Furniture & Equipm	001-1399-904.80-31			1,783	1,783
HR/Risk -General / Insurance	001-2003-421.30-40		162,835		162,835
Municipal Court - Srvcs & Chrgs - General / Equipment Rental/Lease	001-2215-422.30-21			513	513
Municipal Court - Srvcs & Chrgs - Maint / Software Maintenance	001-2215-422.31-41			1,418	1,418
Municipal Court - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-2215-422.39-99			285	285
MIS - Supplies - General / Equipment Non-Capital	001-2220-422.20-80			50	50
MIS - Srvcs & Chrgs - Maint / Cybersecurity	001-2220-422.31-50		170,664		170,664
MIS - Capital Outlay / Office Furniture & Equipm	001-2220-904.80-31			14,734	14,734
MIS - Capital Outlay / Miscellaneous Equipment	001-2220-904.80-34			1,222	1,222
MIS - Capital Outlay / Software	001-2220-905.80-61			5,850	5,850
MIS - Capital Outlay / Software	001-2220-905.80-61			6,240	6,240
Police - Supplies - General / Ammunition	001-3010-501.20-23			14,823	14,823
Police - Capital Outlay / Other Than Bldgs	001-3010-904.80-21		13,500	22,204	35,704
Police - Capital Outlay / Motor Vehics & Heavy Equi	001-3010-904.80-32			6,733	6,733
Police - Capital Outlay / Motor Vehics & Heavy Equi	001-3010-904.80-32			360,151	360,151
Police-Capital Outlay / Miscellaneous Equipment	001-3010-904.80-34		396,000		396,000
Police-Capital Outlay / Miscellaneous Equipment	001-3010-904.80-34		48,236		48,236
Police - Srvcs & Chrgs - General / Regis., Travel & Training	001-3011-501.30-31	-	21,215		21,215
Police - Srvcs & Chrgs - General / Medical Examinations	001-3015-502.30-13			50	50
Fire - Supplies - General / Uniform & Safety Supplies	001-3510-511.20-20			522	522
Fire - Srvcs & Chrgs - General / Utilities/Communications	001-3510-511.30-01			8,932	8,932
Fire - Srvcs & Chrgs - Maint / Internal Service Charges	001-3510-511.31-51			1,021	1,021
Engineering - Srvcs & Chrgs - General / Professional Services	001-5005-602.30-10			2,655	2,655
Engineering - Srvcs & Chrgs - General / Professional Services	001-5005-602.30-10			7,919	7,919
Engineering - Srvcs & Chrgs - General / Professional Services	001-5005-602.30-10			1,495	1,495
Engineering - Srvcs & Chrgs - General / Professional Services	001-5005-602.30-10			2,359	2,359
Engineering - Srvcs & Chrgs - Maint / Software Maintenance	001-5005-602.31-41			1,800	1,800
Engineering - Capital Outlay / Imprvmts Other Than Bldgs	001-5005-903.80-21			15,221	15,221
Public Works - Supplies - General / Equipment Non-Capital	001-5010-611.20-80			7,362	7,362

	General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total
Public Works - Capital Outlay / Motor Vehics & Heavy Equi	001-5010-904.80-32		50,350		50,350
Public Works - Capital Outlay / Miscellaneous Equipment	001-5010-904.80-34			14,400	14,400
Public Works - Supplies - General / Street Materials	001-5015-612.20-70			20,517	20,517
Public Works - Supplies - General / Street Materials	001-5015-612.20-70		23,441		23,441
Public Works - Srvcs & Chrgs - General / Laundry & Uniform Srvcs	001-5015-612.30-20			710	710
Public Works - Srvcs & Chrgs- Equipment Rental/Lease	001-5015-612.30-21			4,754	4,754
Public Works - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-5015-612.39-99		91,051		91,051
Public Works - Capital Outlay / Motor Vehics & Heavy Equi	001-5015-904.80-32			255,039	255,039
Public Works - Capital Outlay / Motor Vehics & Heavy Equi	001-5015-904.80-32		277,330		277,330
Public Works - Capital Outlay / Motor Vehics & Heavy Equi	001-5015-904.80-32		50,350		50,350
Public Works - Capital Outlay / Miscellaneous Equipment	001-5015-904.80-34		26,043		26,043
Public Works - Srvcs & Chrgs - Maint / Internal Service Charges	001-5016-613.31-51			3,218	3,218
Public Works - Srvcs & Chrgs - Maint / Internal Service Charges	001-5016-613.31-51			485	485
Public Works - Capital Outlay / Motor Vehics & Heavy Equi	001-5016-904.80-32			499,443	499,443
Parks and Recreation - Srvcs & Chrgs - General / Equipment Rental/Lease	001-6001-801.30-21			153	153
Parks and Recreation - Supplies - General / Chemical & Medical Suppls	001-6010-802.20-10			675	675
Parks and Recreation - Supplies - General / Maintenance Supplies	001-6010-802-20-40			435	435
Parks and Recreation - Supplies - General / Maintenance Supplies	001-6010-802-20-40			615	615
Parks and Recreation - Srvcs & Chrgs - General / Utilities/Other	001-6010-802.30-03			949	949
Parks and Recreation - Srvcs & Chrgs - General / Laundry & Uniform Srvcs	001-6010-802.30-20			60	60
Parks and Recreation - Srvcs & Chrgs - General / Laundry & Uniform Srvcs	001-6010-802.30-20			5,652	5,652
Parks and Recreation - Srvcs & Chrgs - General / Equipment Rental/Lease	001-6010-802.30-21			1,295	1,295
Parks and Recreation - Imprvmts Other Than Bldgs	001-6010-802.31-21			2,999	2,999
Parks and Recreation - Capital Outlay / Buildings	001-6010-902.80-11			5,300	5,300
Parks and Recreation- Capital Outlay / Motor Vehics & Heavy Equi	001-6010-904.80-32			67,694	67,694
Parks and Recreation- Capital Outlay / Miscellaneous Equipment	001-6010-904.80-34			49,458	49,458
Parks and Recreation- Capital Outlay / Miscellaneous Equipment	001-6010-904.80-34			6,804	6,804
Parks and Recreation -Supplies - Misc / Miscellaneous Supplies	001-6020-803.29-99		5,000		5,000
Parks and Recreation - Srvcs & Chrgs - General / Advertising	001-6020-803-30-18			1,070	1,070
Parks and Recreation - Srvcs & Chrgs - General / Equipment Rental/Lease	001-6020-803.30-21			545	545
Parks and Recreation -Srvcs & Chrgs - Misc / Teen Services Contract	001-6020-803.39-01		30,000		30,000
Parks and Recreation - Supplies - General / Chemical & Medical Suppls	001-6030-804-20-10			163	163
Parks and Recreation - Supplies - General / Chemical & Medical Suppls	001-6030-804-20-10			2,987	2,987
Parks and Recreation - Srvcs & Chrgs - Maint / Buildings Maintenance	001-6030-804-31-11			2,800	2,800
Parks and Recreation - Srvcs & Chrgs - Maint / Buildings Maintenance	001-6030-804-31-11			500	500
Parks and Recreation - Srvcs & Chrgs - Maint / Imprvmts Other Than Bldgs	001-6030-804-31-21			1,081	1,081
Parks and Recreation - Srvcs & Chrgs - Maint / Miscellaneous Equip Main	001-6030-804-31-34			1,476	1,476
Library - Supplies - Misc / Miscellaneous Supplies	001-6210-811.29-99			212	212
Library - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-6210-811.39-99			262	262
Library - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-6210-811.39-99		10,000		10,000
Planning & Dev. - Srvcs & Chrgs - Maint / Software Maintenance	001-7001-701.31-41			33,060	33,060
Planning & Dev. - Srvcs & Chrgs - Maint / Software Maintenance	001-7001-701.31-41			3,296	3,296
Health -Personnel Services - Pay / Car Allowance	001-7205-721.10-08		4,800		4,800
Health-Animal Shelter - Personnel Services - Pay / Salaries - Full-Time	001-7217-729.10-01		217,196		217,196
Health-Animal Shelter - Personnel Services - Pay / Salaries - Part-Time	001-7217-729.10-02		46,800		46,800

	General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total
Health-Animal Shelter- Personnel Svcs - Benefits / City FICA	001-7217-729.11-01		16,368		16,368
Health-Animal Shelter - Personnel Svcs - Benefits / City Medicare	001-7217-729.11-02		3,828		3,828
Health-Animal Shelter - Personnel Svcs - Benefits / City TMRS	001-7217-729.11-11		23,338		23,338
Health-Animal Shelter - Personnel Svcs - Benefits / City Health Insurance	001-7217-729.11-21		57,593		57,593
Health-Animal Shelter - Personnel Svcs - Benefits / Life Insurance	001-7217-729.11-22		312		312
Health-Animal Shelter - Personnel Svcs - Benefits / Worker's Compensation	001-7217-729.11-31		502		502
Health-Animal Shelter-Supplies - General / Office Supplies	001-7217-729.20-01		381		381
Health-Animal Shelter-Supplies - General / Office Equip/Furn Non-Cap	001-7217-729.20-02		888		888
Health-Animal Shelter-Supplies - General / Cleaning & Janitorial Sup	001-7217-729.20-04		14,756		14,756
Health-Animal Shelter-Supplies - General / Chemical & Medical Suppls	001-7217-729.20-10		2,770		2,770
Health-Animal Shelter-Supplies - General / Uniform & Safety Supplie	001-7217-729.20-20		300		300
Health-Animal Shelter-Supplies - Misc / Miscellaneous Supplies	001-7217-729.29-99		84,451		84,451
Health-Animal Shelter-Srvcs & Chrgs - Maint / Fuel	001-7217-729.31-52		5,000		5,000
Health-Animal Shelter-Capital Outlay / Motor Vehics & Heavy Equi	001-7217-904.80-32		30,000		30,000
Public Buildings - Supplies - General / Office Equip/Furn Non-Cap	001-7220-723.20-02			2,319	2,319
Public Buildings - Supplies - General / Equipment Non-Capital	001-7220-723.20-80			9,741	9,741
Public Buildings - Srvcs & Chrgs - General / Professional Services	001-7220-723.30-10			3,500	3,500
Public Buildings - Srvcs & Chrgs - General / Laundry & Uniform Srvcs	001-7220-723-30-20			876	876
Public Buildings - Srvcs & Chrgs - Maint / Buildings Maintenance	001-7220-723.31-11			2,745	2,745
Public Buildings - Srvcs & Chrgs - Maint / Buildings Maintenance	001-7220-723.31-11			2,712	2,712
Public Buildings - Srvcs & Chrgs - Maint / Buildings Maintenance	001-7220-723.31-11			664	664
Public Buildings - Srvcs & Chrgs - Maint / Buildings Maintenance	001-7220-723.31-11			2,300	2,300
Public Buildings - Srvcs & Chrgs - Maint / Imprvmts Other Than Bldgs	001-7220-723.31-21			17,192	17,192
Public Buildings - Srvcs & Chrgs - Maint / Internal Service Charges	001-7220-723.31-51			500	500
Public Buildings - Srvcs & Chrgs - Maint / Internal Service Charges	001-7220-723.31-51			500	500
Public Buildings - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-7220-723-39-99			722	722
Public Buildings - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-7220-723-39-99			676	676
Public Buildings - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-7220-723-39-99			328	328
Public Buildings - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-7220-723-39-99			56	56
Public Buildings - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	001-7220-723-39-99			800	800
Public Buildings - Capital Outlay / Imprvmts Other Than Bldgs	001-7220-902.80-12			15,312	15,312
Public Buildings - Capital Outlay / Imprvmts Other Than Bldgs	001-7220-902.80-12			363,441	363,441
Public Buildings - Capital Outlay / Building Improvements	001-7220-902.80-21			702	702
Public Buildings - Capital Outlay / Building Improvements	001-7220-902.80-21			15,225	15,225
Public Buildings - Capital Outlay / Imprvmts Other Than Bldgs	001-7220-903.80-21			12,925	12,925
Public Buildings - Capital Outlay / Motor Vehics & Heavy Equi	001-7220-904.80-32		50,350		50,350
Building Insp - Personnel Services - Pay / Car Allowance	001-7305-731.10-01		55,000		55,000
Building Insp - Personnel Services - Pay / Salaries - Full-Time	001-7305-731.10-08		3,600		3,600
Building Insp - Personnel Svcs - Benefits / City FICA	001-7305-731.11-01		3,410		3,410
Building Insp - Personnel Svcs - Benefits / City Medicare	001-7305-731.11-02		798		798
Building Insp - Personnel Svcs - Benefits / City TMRS	001-7305-731.11-11		4,862		4,862
Building Insp - Personnel Svcs - Benefits / City Health Insurance	001-7305-731.11-21		12,260		12,260
Building Insp - Personnel Svcs - Benefits / Life Insurance	001-7305-731.11-22		39		39
Building Insp - Personnel Svcs - Benefits / Worker's Compensation	001-7305-731.11-31		105		105
Building Insp - Supplies - General / Office Supplies	001-7305-731.20-01			94	94

	General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total
Building Insp - Supplies - General / Books, Magazines & Papers	001-7305-731.20-52			158	158
Total General Fund Expenditures		$ -	$ 2,016,422	$ 2,015,275	$ 4,031,697
TENNIS COURT					
Expenditures					
Supplies - General / Equipment Non-Capital	104-6040-803.20-80			$ 4,921	4,921
Srvcs & Chrgs - General / Contract Labor	104-6040-803.30-60			$ 752	752
Total Tennis Court Fund Expenditures		$ -	$ -	$ 5,673	$ 5,673
Hotel/Motel					
Expenditures					
Srvcs & Chrgs - Misc / Harl Performing Art Theat	105-6199-834.39-33			165,780	165,780
Total Hotel/Motel Fund Expenditures		$ -	$ -	$ 165,780	$ 165,780
HARLINGEN CONVENTION & VISITORS BUREAU					
Expenditures					
CVB - Srvcs & Chrgs-General / Dues,Memberships & Subscr	119-6501-650.30-30			400	400
CVB - Srvcs & Chrgs-General / Dues,Memberships & Subscr	119-6501-650.30-30			990	990
CVB - Srvcs & Chrgs- Misc / Tourism Promotions	119-6503-653.39-60			50	50
CVB - Srvcs & Chrgs- Misc / Tourism Promotions	119-6503-653.39-60			9,023	9,023
CVB - Srvcs & Chrgs - Misc / Rio Fest	119-6504-654.39-84			1,312	1,312
Total Harlingen Convention Center Fund Expenditures		$ -	$ -	$ 11,775	$ 11,775
GRANT AWARDS FUND- RESTRICTED					
Revenues					
Police - Federal Pass Thru / Home Sec Grant Prog-PD	120-0000-350.35-06	2,402			2,402
Admin. - Federal Pass Thru / Coronavirus Fiscal Recove	120-0000-350.35-26	7,917,794			7,917,794
Health - Federal Pass Thru / COVID19-HHS0010763000001	120-0000-350.35-27	166,852			166,852
Health-Federal Pass Thru / TX DSHS Public Health Inf	120-0000-350.35-30	97,646			97,646
Outside Sources / Harling Housing Authority	120-0000-371.23-00	1,065,121			1,065,121
Total Grant Awards Fund - Restricted Revenues		$ 9,249,815	$ -	$ -	$ 9,249,815
Expenditures					
Police Awards Programs - Supplies-General / Equipment Non-Capital	120-3014-503.20-80	2,402			2,402
Capital Outlay / Motor Vehics & Heavy Equi	120-3045-904.80-32			60,000	60,000
Engineering - Capital Outlay / Drainage Projects TDEM Jefferson Street	120-5006-903.80-40			26,958	26,958
Public Works - Srvcs & Chrgs - General / Professional Services	120-5015-612.30-10			600	600
Capital Outlay / Imprvmts Other Than Bldgs	120-5019-903.80-21			3,478	3,478
CDBG - Capital Outlay / Imprvmts Other Than Bldgs	120-5023-903.80-21	1,065,121			1,065,121
Capital Outlay / Imprvmts Other Than Bldgs	120-5056-903-80-21			72,274	72,274
Public Works - Srvcs & Chrgs - General / Professional Services	120-5059-602.30-10			1,535,534	1,535,534
Engineering - Capital Outlay / Imprvmts Other Than Bldgs	120-5061-903.80-21			18,366	18,366
Award Programs - Srvcs & Chrgs - General / Professional Services	120-6016-802.30-10			6,500	6,500
Parks Award Programs - Capital Outlay / Imprvmts Other Than Bldgs	120-6016-903.80-21			142,806	142,806
Parks Award Programs - Capital Outlay / Imprvmts Other Than Bldgs	120-6016-903.80-21			1,070	1,070
Parks & Rec Award Programs - Capital Outlay / Imprvmts Other Than Bldgs	120-6021-903.80-21			134,732	134,732
Health COVID Award Programs - Srvcs & Chrgs - General / Equipment Rental/Lease	120-7211-721.30-21			3,849	3,849

	General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total
Health-Supplies - General / Office Supplies	120-7212-721.20-01	7,715			7,715
Health-Srvcs & Chrgs - General / Equipment Rental/Lease	120-7212-721.30-21	28,980			28,980
Health-Srvcs & Chrgs - Maint / Fuel	120-7212-721.31-52	7,102			7,102
Health-Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	120-7212-721.39-99	45,000			45,000
Health - Capital Outlay - Misc Equip	120-7212-904.80-34	78,055			78,055
Health-Personnel Services - Pay / Salaries - Full-Time	120-7214-721.10-01	64,250			64,250
Health-Personnel Services -Benefits / City FICA	120-7214-721.11-01	3,984			3,984
Health-Personnel Services -Benefits / City Medicare	120-7214-721.11-02	932			932
Health-Personnel Services -Benefits / City TMRS	120-7214-721.11-11	5,680			5,680
Health-Personnel Services -Benefits / City Health Insurance	120-7214-721.11-21	8,487			8,487
Health-Personnel Services -Benefits / Life Insurance	120-7214-721.11-22	70			70
Health-Personnel Services -Benefits / Worker's Compensation	120-7214-721.11-31	122			122
Health-Supplies - General / Office Supplies	120-7214-721.20-01	1,229			1,229
Health-Srvcs & Chrgs - General / Regis., Travel & Training	120-7214-721.30-31	9,415			9,415
Health-Srvcs & Chrgs - Maint / Software Maintenance	120-7214-721.31-41	3,477			3,477
Award Programs - Capital Outlay / Buildings	120-7220-902.80-11			155,754	155,754
Award Programs - Srvcs & Chrgs - Misc / Water System	120-7241-771-39-63	5,358,547			5,358,547
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40	1,602,211			1,602,211
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			138,449	138,449
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			26,100	26,100
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			181,595	181,595
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			13,210	13,210
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			41,505	41,505
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			7,700	7,700
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			15,750	15,750
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			3,770	3,770
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			335,450	335,450
Award Programs - Capital Outlay / Drainage Projects	120-7241-903.80-40			22,800	22,800
Total Grant Awards Fund - Restricted Expenditures		$ 8,292,779	$ -	$ 2,948,249	$ 11,241,028
PEG PROGRAMMING					
Expenditures					
MIS- Capital Outlay / Miscellaneous Equipment	127-1301-414.20-02			757	757
MIS- Capital Outlay / Miscellaneous Equipment	127-1301-904.80-34			3,755	3,755
MIS- Capital Outlay / Miscellaneous Equipment	127-1301-904.80-34			6,500	6,500
MIS- Capital Outlay / Miscellaneous Equipment	127-1301-904.80-34			122,085	122,085
MIS- Capital Outlay / Miscellaneous Equipment	127-1301-904.80-34			63,898	63,898
Total Public, Educational, and Governmental Programing (PEG) Expenditures		$ -	$ -	$ 196,993	$ 196,993
HARLINGEN CONVENTION CENTER					
Expenditures					
Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	129-1501-450.39-99		19,125		19,125
Total Harlingen Convention Center Fund Expenditures		$ -	$ 19,125	$ -	$ 19,125

	General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total
FEDERAL FORFEITURES					
Expenditures					
Police - Justice - Supplies - Misc / Miscellaneous Supplies	130-3010-501.29-99		40,000		40,000
Police - Justice - Capital Outlay / Motor Vehics & Heavy Equi	130-3010-904.80-32		100,000		100,000
Police - Treasury- Capital Outlay / Motor Vehics & Heavy Equi	130-3012-904.80-32			1,559	1,559
Police - Treasury- Capital Outlay / Motor Vehics & Heavy Equi	130-3012-904.80-32		80,000		80,000
Total Infrastructure Fund Expenditures		$ -	$ 220,000	$ 1,559	$ 221,559
STATE FORFEITURES					
Expenditures					
Police - State - Srvcs & Chrgs - General / Regis., Travel & Training	133-3016-501.30-31		20,000		20,000
Police - State - Capital Outlay / Motor Vehics & Heavy Equi	133-3016-904.80-32		40,000		40,000
Total Infrastructure Fund Expenditures		$ -	$ 60,000	$ -	$ 60,000
INFRASTRUCTURE FUNDS					
Expenditures					
Public Works - Maintenance - Street / Reseal & Overlay	397-5015-612.70-01			45,971	45,971
Public Works - Maintenance - Street / Reseal & Overlay	397-5015-612.70-01			140,271	140,271
Total Infrastructure Fund Expenditures		$ -	$ -	$ 186,242	$ 186,242
MUNICIPAL AUDITORIUM					
Revenues					
Transfer In From / Hotel/Motel Fund	401-0000-391.15-00		(47,360)		(47,360)
Total Municipal Auditorium Fund Revenues		$ -	$ (47,360)	$ -	$ (47,360)
Expenditures					
Municipal Auditorium - Arts & Entertainment - Srvcs & Chrgs - Misc / Miscellaneous	401-6061-805.39-99			375	375
Total Municipal Auditorium Fund Expenditures		$ -	$ -	$ 375	$ 375
SANITATION FUND					
Expenditures					
Sanitation - Srvcs & Chrgs - General / Small Claims-Unfunded	402-5020-604.30-45		125,000		125,000
Sanitation - Srvcs & Chrgs - Maint / Buildings Maintenance	402-5020-604.31-11			13,333	13,333
Sanitation- Srvcs & Chrgs - Maint / Internal Service Charges	402-5020-604.31-51			10,282	10,282
Sanitation - Srvcs & Chrgs - Maint / Internal Service Charges	402-5020-604.31-51			1,274	1,274
Sanitation - Capital Outlay / Imprvmts Other Than Bldgs	402-5020-903.80-21			146,250	146,250
Sanitation - Capital Outlay / Equipment	402-5020-904.80-31			34,964	34,964
Sanitation - Capital Outlay / Motor Vehics & Heavy Equi	402-5020-904.80-32			200,125	200,125
Brush and Debris - Capital Outlay / Motor Vehics & Heavy Equi	402-5022-904.80-32			72,944	72,944
Landfill - Supplies - General / Office Supplies	402-5027-604.20-01			86	86
Landfill - Srvcs & Chrgs - General / Professional Services	402-5027-604.30-10			3,719	3,719
Landifll - Srvcs & Chrgs - Maint / Internal Service Charges	402-5027-604.31-51			11,206	11,206
Landfill - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	402-5027-604.39-99			2,900	2,900
Landfill - Capital Outlay / Motor Vehics & Heavy Equi	402-5027-904.80-32			89,009	89,009
Total Sanitation Fund Expenses		$ -	$ 125,000	$ 586,091	$ 711,091

	General Ledger Account Number	Awards and Grants	Department Requests	Prior Year Encumbrances	Total
HARLINGEN ARTS AND HERITAGE MUSEUM					
Revenues					
Museum - Transfer In From / Hotel/Motel Fund	403-0000-391.15-00		(29,680)		(29,680)
Total Harlingen Arts and Heritage Museum		$ -	$ (29,680)	$ -	$ (29,680)
Exepenses					
Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	403-6301-825.39-99			375	375
Total Harlingen Arts and Heritage Museum Expenses		$ -	$ -	$ 375	$ 375
TONY BUTLER GOLF COURSE					
Exepenses					
Golf Course - Other Financing Uses-Debt / Debt Service - Interest	404-6051-951.90-02		(182,832)		(182,832)
Golf Course - Other Financing Uses-Debt / Debt Service - Interest	404-6052-951.90-02		4,605		4,605
Golf Course - Personnel Svcs - Benefits / City Health Insurance	404-6053-803.11-21		7,200		7,200
Golf Course - Personnel Svcs - Benefits / Life Insurance	404-6053-803.11-22		36		36
Total Tony Butler Golf Course Expenses		$ -	$ (170,991)	$ -	$ (170,991)
MOTOR VEHICLE/WAREHOUSE FUND					
Expenses					
Motor Vehicle/Warehouse - Srvcs & Chrgs - Maint / Buildings Maintenance	451-2235-423.31-11			300	300
Motor Vehicle/Warehouse - Srvcs & Chrgs - General / Auction Expense	451-2235-423.30-25			1,070	1,070
Motor Vehicle/Warehouse - Srvcs & Chrgs - Maint / Miscellaneous Equip Main	451-5042-603.31-34			1,295	1,295
Motor Vehicle/Warehouse - Srvcs & Chrgs - Misc / Miscellaneous Svcs & Chgs	451-5042-603.39-99			313	313
Motor Vehicle/Warehouse - Capital Outlay / Motor Vehics & Heavy Equi	451-5045-904.80-32			135,620	135,620
Motor Vehicle/Warehouse - Capital Outlay / Motor Vehics & Heavy Equi	451-5045-904.80-32			194,286	194,286
Total Motor Vehicle / Warehouse Fund Expenses		$ -	$ -	$ 332,884	$ 332,884

Revenues	9,189,775
Expenditures	17,013,606

ORDINANCE NO. 2024-____

AN ORDINANCE AMENDING THE REVENUE AND EXPENDITURE BUDGET FOR THE CITY OF HARLINGEN, TEXAS, FOR FISCAL YEAR OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024. 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. 1 for Fiscal Year October 1, 2023 through September 30, 2024; 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, 2023 and ending September 30, 2024 (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 Nine Million, One Hundred Eighty-Nine Thousand, Seven Hundred Seventy-Five Dollars ($9,189,775) in revenues and Seventeen Million, Thirteen Thousand, Six Hundred and Six Dollars ($17,013,606) 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, 2023.

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 _____, 2024 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:

_____

Amanda C. Elizondo, City Secretary

(7(i))

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: March 6, 2024

Agenda Item:

The Harlingen Police Department's Racial Profiling Report is presented for information and review by the City Commission and Administration. No action is required. Attachment (**Police**).

Prepared By (Print Name): Michael Kester

Title: Chief of Police

Signature: Michael Kester

Brief Summary:

The 2023 Racial Profiling Report from the Harlingen Police Department has been submitted to the Texas Commission on Law Enforcement (TCOLE). As per the Occupations Code, the report is attached for review by the Commission.

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:

For Street Closures ONLY, Fire Chief's approval: ☐ Yes ☐ No ☐ N/A

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

Comments:

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

HARLINGEN POLICE DEPARTMENT

Michael Kester, Chief of Police
1018 Fair Park Boulevard
Harlingen, Texas 78550
(956) 216-5403
mkester@harlingentx.gov

February 26, 2024

Mayor and Commissioners,

Attached is the Harlingen Police Departments Annual Racial Profiling report. As required by the Texas Code of Criminal Procedure (CCP) Article 2.132, I am mandated to submit the report to the Texas Commission On Law Enforcement (TCOLE) and to submit the report to you as the governing body of the City of Harlingen.

The HPD policy is that all traffic stops are audio/visually recorded, result in a documented citation regardless of whether or not a warning is issued, and all racial profiling statistics are reported as required by TCOLE.

The 2023 report documents 10851 Traffic Stops by HPD Officers. The numbers and percentages in reference to the five (5) race/ethnicity options are consistent with demographics of the City of Harlingen.

There is an issue that occurred in 2023 and we look to emphasize improvement of the reporting processes. The computer attack that occurred late in 2023 affected the Tyler/Brazos electronic citation system and shut it down. The system was aging and we had already been looking to upgrade our ticketing methods. We were able to step back and issue handwritten citations. This required the officers to document the racial profiling stats separately. As with any sudden change of procedure there is a chance of incorrect identification and documentation of the racial profiling stats occurred; however, we believe that those numbers are minimal and do not significantly affect the final calculations. Unfortunately, the system was not able to be restarted yet and we are continuing to work with our software provider to fix and upgrade the system. Until we get there, the HPD supervisors will continue to monitor and check the Racial Profiling statistics for accurate reporting in 2024.

Michael Kester, Chief of Police

Show Tooltips: ☐

DRS Racial Profiling Report Form

***Electronically Sign checkbox is required.**

Disable Pop-up Blockers

HELP

Warning: this page will expire after **60 minutes**. If it does timeout, your progress will be lost. However, if you are allowing pop-ups, you will be offered the option to stay logged in and extend your session another 60 minutes.

- Enable Javascript
- Enable Pop-ups

Agency Contact Information

Agency Name:	HARLINGEN POLICE DEPT
Reporting Date:	02/19/2024
TCOLE Agency Number:	061204
Chief Administrator:	MICHAEL E. KESTER
***Phone:**	956-216-5400
***Email:**	mkester@harlingenpolice.co
***Mailing Address:**	1018 FAIR PARK BLVD HARLINGEN, TX 78550-2474

***Executed by:** LARRY D. MOORE ***Title:** Sergeant

Date: 02/19/2024

***Choose a Form Type:**

If you do not have to fill out the Racial Profiling report, then choose "Exempt". Otherwise, choose "Full" Report and fill out all required fields.

- (●) Full Report
- ( ) Exemption

***Choose a type of comparative analysis:**

- ( ) My Department has created a comparative analysis
- (●) Use TCOLE's auto-generated comparative analysis

***Comparative Analysis PDF File - (Required if Department Analysis selected above.)**

Choose File No file chosen

Optional Analysis Explanation:

HARLINGEN POLICE DEPT. filed a full report.

HARLINGEN POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

1. clearly defines acts constituting racial profiling;
2. strictly prohibit peace officers employed by the ***HARLINGEN POLICE DEPT.*** from engaging in racial profiling;
3. implements a process by which an individual may file a complaint with the ***HARLINGEN POLICE DEPT.*** if the individual believes that a peace officer employed by the ***HARLINGEN POLICE DEPT.*** has engaged in racial profiling with respect to the individual;
4. provides public education relating to the agency's complaint process;
5. requires appropriate corrective action to be taken against a peace officer employed by the ***HARLINGEN POLICE DEPT.*** who, after an investigation, is shown to have engaged in racial profiling in violation of the ***HARLINGEN POLICE DEPT.*** policy;
6. requires collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
   a. the race or ethnicity of the individual detained;
   b. whether a search was conducted and, if so, whether the individual detained consented to the search;
   c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
   d. whether the peace officer used physical force that resulted in bodily injury during the stop;
   e. the location of the stop;
   f. the reason for the stop.
7. requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision(6) to:
   a. the Commission on Law Enforcement; and
   b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The ***HARLINGEN POLICE DEPT.*** has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

Motor Vehicle Racial Profiling Information

1 Stops

1.1 *Total Stops: 10851

2 Street Address or approximate location of the stop - *CCP 2.132(b)(6)(E), 2.133(b)(7)*

2.1 *City Street: 9750

2.2 *US Highway: 382

2.3 *State Highway: 607

2.4 *County Road: 52

2.5 *Private property or other: 60

3 Was race or ethnicity known prior to stop? - *CCP 2.132(b)(6)(C)*

3.1 *Yes: 22

3.2 *No: 10829

4 Race or ethnicity - *CCP 2.132(a)(3), 2.132(b)(6)(A), 2.133(b)(1)(B)*

4.1 *Alaska Native/American Indian: 17

4.2 *Asian/Pacific Islander: 46

4.3 *Black: 152

4.4 *White: 3407

4.5 *Hispanic/Latino: 7229

5 Gender - *CCP 2.133(b)(1)(A)*

5.1 *Female: 4500

- 5.1.1 *Alaska Native/American Indian: 5
- 5.1.2 *Asian/Pacific Islander: 16
- 5.1.3 *Black: 43
- 5.1.4 *White: 1452
- 5.1.5 *Hispanic/Latino: 2984

5.1 *Male: 6351

- 5.1.1 *Alaska Native/American Indian: 12
- 5.1.2 *Asian/Pacific Islander: 30
- 5.1.3 *Black: 109
- 5.1.4 *White: 1955
- 5.1.5 *Hispanic/Latino: 4245

6 Reason for Stop - *CCP 2.132(b)(6)(F), 2.133(b)(2)*

6.1 *Violation of law: 324

- 6.1.1 *Alaska Native/American Indian: 1
- 6.1.2 *Asian/Pacific Islander: 2
- 6.1.3 *Black: 5
- 6.1.4 *White: 52
- 6.1.5 *Hispanic/Latino: 264

6.2 *Preexisting knowledge: 97

- 6.2.1 *Alaska Native/American Indian: 0
- 6.2.2 *Asian/Pacific Islander: 0
- 6.2.3 *Black: 0
- 6.2.4 *White: 42
- 6.2.5 *Hispanic/Latino: 55

6.3 *Moving traffic violation: 8498

- 6.3.1 *Alaska Native/American Indian: 11
- 6.3.2 *Asian/Pacific Islander: 28

6.3.3 *Black: 114

6.3.4 *White: 2923

6.3.5 *Hispanic/Latino: 5422

6.4 *Vehicle traffic violation: 1932

6.4.1 *Alaska Native/American Indian: 5

6.4.2 *Asian/Pacific Islander: 16

6.4.3 *Black: 33

6.4.4 *White: 390

6.4.5 *Hispanic/Latino: 1488

7 Was a search conducted? - *CCP 2.132(b)(6)(B), 2.133(b)(3)*

7.1 *Yes: 126

7.1.1 *Alaska Native/American Indian: 0

7.1.2 *Asian/Pacific Islander: 0

7.1.3 *Black: 4

7.1.4 *White: 48

7.1.5 *Hispanic/Latino: 74

7.2 *No: 10725

7.2.1 *Alaska Native/American Indian: 17

7.2.2 *Asian/Pacific Islander: 46

7.2.3 *Black: 148

7.2.4 *White: 3359

7.2.5 *Hispanic/Latino: 7155

8 Reason for search?

8.1 *Consent: 55 *CCP 2.132(b)(6)(B), 2.133(b)(3)*

8.1.1 *Alaska Native/American Indian: 0

8.1.2 *Asian/Pacific Islander: 0

8.1.3 *Black: 3

8.1.4 *White: 20

8.1.5 *Hispanic/Latino: 32

8.2 *Contraband: 0 *CCP 2.133(b)(5)(A)*

8.2.1 *Alaska Native/American Indian: 0

8.2.2 *Asian/Pacific Islander: 0

8.2.3 *Black: 0

8.2.4 *White: 0

8.2.5 *Hispanic/Latino: 0

8.3 *Probable Cause: 41 *CCP 2.133(b)(5)(B)*

8.3.1 *Alaska Native/American Indian: 0

8.3.2 *Asian/Pacific Islander: 0

8.3.3 *Black: 0

8.3.4 *White: 12

8.3.5 *Hispanic/Latino: 29

8.4 *Inventory: 17 *CCP 2.133(b)(5)(C)*

8.4.1 *Alaska Native/American Indian: 0

8.4.2 *Asian/Pacific Islander: 0

8.4.3 *Black: 0

8.4.4 *White: 10

8.4.5 *Hispanic/Latino: 7

8.5 *Incident to arrest: 13 *CCP 2.133(b)(5)(C)*

8.5.1 *Alaska Native/American Indian: 0

8.5.2 *Asian/Pacific Islander: 0

8.5.3 *Black: 1

8.5.4 *White: 6

8.5.5 *Hispanic/Latino: 6

9 Was contraband discovered? - *CCP 2 133(b)(4) (This question applies **ONLY** to the number of searches conducted from number 7, not to the total stops)*

9.1 *Yes: 20

9.1.1 *Alaska Native/American Indian: 0

9.1.1.1 Finding resulted in arrest - Yes: 0

9.1.1.2 Finding resulted in arrest - No: 0

9.1.2 *Asian/Pacific Islander: 0

9.1.2.1 Finding resulted in arrest - Yes: 0

9.1.2.2 Finding resulted in arrest - No: 0

9.1.3 *Black: 1

9.1.3.1 Finding resulted in arrest - Yes: 1

9.1.3.2 Finding resulted in arrest - No: 0

9.1.4 *White: 7

9.1.4.1 Finding resulted in arrest - Yes: 7

9.1.4.2 Finding resulted in arrest - No: 0

9.1.5 *Hispanic/Latino: 12

9.1.5.1 Finding resulted in arrest - Yes: 12

9.1.5.2 Finding resulted in arrest - No: 0

9.2 *No: 106

9.2.1 *Alaska Native/American Indian: 0

9.2.2 *Asian/Pacific Islander: 0

9.2.3 *Black: 3

9.2.4 *White: 41

9.2.5 *Hispanic/Latino: 62

10 Description of Contraband - *CCP 2 133(b)(4)*

10.1 *Drugs: 10

10.1.1 *Alaska Native/American Indian: 0

10.1.2 *Asian/Pacific Islander: 0

10.1.3 *Black: 0

10.1.4 *White: 3

10.1.5 *Hispanic/Latino: 7

10.2 *Currency: 0

10.2.1 *Alaska Native/American Indian: 0

10.2.2 *Asian/Pacific Islander: 0

10.2.3 *Black: 0

10.2.4 *White: 0

10.2.5 *Hispanic/Latino: 0

10.3 *Weapons: 0

10.3.1 *Alaska Native/American Indian: 0

10.3.2 *Asian/Pacific Islander: 0

10.3.3 *Black: 0

10.3.4 *White: 0

10.3.5 *Hispanic/Latino: 0

10.4 *Alcohol: 2

10.4.1 *Alaska Native/American Indian: 0

10.4.2 *Asian/Pacific Islander: 0

10.4.3 *Black: 1

10.4.4 *White: 1

10.4.5 *Hispanic/Latino: 0

10.5 *Stolen property: 0

10.5.1 *Alaska Native/American Indian: 0

10.5.2 *Asian/Pacific Islander: 0

10.5.3 *Black: 0

10.5.4 *White: 0

10.5.5 *Hispanic/Latino: 0

10.6 *Other: 8

10.6.1 *Alaska Native/American Indian: 0

10.6.2 *Asian/Pacific Islander: 0

10.6.3 *Black: 0

10.6.4 *White: 3

10.6.5 *Hispanic/Latino: 5

11 Result of stop

11.1 *Verbal Warning: 0 *CCP 2.133(b)(8)*

11.1.1 *Alaska Native/American Indian: 0

11.1.2 *Asian/Pacific Islander: 0

11.1.3 *Black: 0

11.1.4 *White: 0

11.1.5 *Hispanic/Latino: 0

11.2 *Written Warning: 7283

11.2.1 *Alaska Native/American Indian: 11

11.2.2 *Asian/Pacific Islander: 41

11.2.3 *Black: 113

11.2.4 *White: 2137

11.2.5 *Hispanic/Latino: 4981

11.3 *Citation: 3533 *CCP 2.133(b)(8)*

11.3.1 *Alaska Native/American Indian: 6

11.3.2 *Asian/Pacific Islander: 5

11.3.3 *Black: 38

11.3.4 *White: 1256

11.3.5 *Hispanic/Latino: 2228

11.4 *Written warning and arrest: 25

11.4.1 *Alaska Native/American Indian: 0

11.4.2 *Asian/Pacific Islander: 0

11.4.3 *Black: 0

11.4.4 *White: 10

11.4.5 *Hispanic/Latino: 15

11.5 *Citation and arrest: 10

11.5.1 *Alaska Native/American Indian: 0

11.5.2 *Asian/Pacific Islander: 0

11.5.3 *Black: 1

11.5.4 *White: 4

11.5.5 *Hispanic/Latino: 5

11.6 *Arrest: 0 *CCP 2.133(b)(6)*

11.6.1 *Alaska Native/American Indian: 0

11.6.2 *Asian/Pacific Islander: 0

11.6.3 *Black: 0

11.6.4 *White: 0

11.6.5 *Hispanic/Latino: 0

12 Arrest based on - *CCP 2.133(b)(6)*

12.1 *Violation of Penal Code: 12

12.1.1 *Alaska Native/American Indian: 0

12.1.2 *Asian/Pacific Islander: 0

12.1.3 *Black: 1

12.1.4 *White: 3

12.1.5 *Hispanic/Latino: 8

12.2 *Violation of Traffic Law: 8

12.2.1 *Alaska Native/American Indian: 0

12.2.2 *Asian/Pacific Islander: 0

12.2.3 *Black: 0

12.2.4 *White: 4

12.2.5 *Hispanic/Latino: 4

12.3 *Violation of City Ordinance: 0

12.3.1 *Alaska Native/American Indian: 0

12.3.2 *Asian/Pacific Islander: 0

12.3.3 *Black: 0

12.3.4 *White: 0

12.3.5 *Hispanic/Latino: 0

12.4 *Outstanding Warrant: 15

12.4.1 *Alaska Native/American Indian: 0

12.4.2 *Asian/Pacific Islander: 0

12.4.3 *Black: 0

12.4.4 *White: 7

12.4.5 *Hispanic/Latino: 8

13 Was physical force resulting in bodily injury used during stop?

CCP 2 132(b)(6)(D), 2 133(b)(9)

13.1 *Yes: 2

13.1.1 *Alaska Native/American Indian: 0

13.1.2 *Asian/Pacific Islander: 0

13.1.3 *Black: 0

13.1.4 *White: 0

13.1.5 *Hispanic/Latino: 1

13.1.6 *Resulting in Bodily Injury To Suspect: 0

13.1.7 *Resulting in Bodily Injury To Officer:	0
13.1.8 *Resulting in Bodily Injury To Both:	1

13.2 *No: 10949

13.2.1 *Alaska Native/American Indian:	17
13.2.2 *Asian/Pacific Islander:	46
13.2.3 *Black:	152
13.2.4 *White:	3406
13.2.5 *Hispanic/Latino:	7229

14 Number of complaints of racial profiling

14.1 *Total: 0

14.1.1 *Resulted in disciplinary action:	0
14.1.2 *Did not result in disciplinary action:	0

*Electronically Sign: ☐

*By checking this box, you certify that this information is correct.

Submitted electronically to

The Texas Commission on Law Enforcement

Submit Form

7(j)

City of Harlingen

Agenda Item Request Form

We, hereby request the following item to be added to the March 6, 2024, City Commission Agenda:

Consideration and possible action to approve the installation of speed humps in the following locations:

1. 1118 Sunset Drive
2. 800 W. Lincoln

Daniel N. Lopez, Commissioner Dist. 2

Frank Morales, Commissioner Dist. 4

9(a)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date:	**March 6, 2024**

Agenda Item:

Public hearing for the voluntary annexation of an 18.788-acre tract of land out of Block 33, David and Stephenson Subdivision, located along the east side of Crossett Road approximately 3,260 feet north of Loop 499. Applicant: River Creek Management, LLC

Prepared By: Xavier Cervantes, AICP, CPM
Title: Planning and Development Director
Signature: *Xavier Cervantes*

Brief Summary:

Project Timeline

- February 3, 2024 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- February 28, 2024 – Public hearing to recommend the annexation by the Planning and Zoning Commission.
- March 6, 2024 – Public hearing and consideration of annexation by the City Commission via First Ordinance Reading.
- March 20, 2024 – Public hearing and consideration of annexation ordinance by the City Commission via Second and final reading.

Summary

- The property owner has requested the voluntary annexation of 18.788 acres of land **(Attachment I)**. The property has frontage along Crossett Road and is contiguous to the city limits via the west side of Crossett Road that was annexed to the city limits in the year 1980 **(Attachment V)**.

- The property owner is proposing a single-family residential development at the site and finds it beneficial for the property to be within city limits. If successful with the rezoning the developer plans to subdivide the property into multiple lots. The south one-half of the subdivision is proposed to be within Harlingen city limits while the north one-half will be within the city limits of Combes **(Attachment VI)**.

- Water and sewer for this subdivision will be provided by Harlingen Waterworks System. The costs to connect the property to the city water and sanitary sewer system will be at the developer's expense.

- The developer will be processing a Planned Development ("P-D") district zoning soon 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.

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

9(b)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Public hearing amending the City of Harlingen Code of Ordinances Chapter 111, Article XIII, Section 111-62, Use Chart, by establishing the boundaries of the major commercial corridors, and prohibiting the car wash use in the said major corridors due to safety. Applicant: City of Harlingen.

Prepared By: Xavier Cervantes, AICP, CPM
Title: Planning and Development Director
Signature: Xavier Cervantes

Brief Summary:

Project Timeline

- February 3, 2024 - In accordance with State and local law, notice of the required public hearings published in the Valley Morning Star.
- February 28, 2024 – Public hearing and consideration of the ordinance amendment by the Planning and Zoning Commission (P&Z).
- March 6, 2024 – Public hearing and consideration of the ordinance amendment scheduled before the City Commission.
- March 20, 2024 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- This ordinance prohibiting new car wash facilities along certain major commercial corridors is being proposed due to safety concerns.
- After consulting with the Police Chief he agrees that the traffic in-and-out of these facilities create safety issues for the motorists traveling along certain major commercial corridors due to the conflict points generated.
- The proposal is to define the major commercial corridors as Expressway 83, Expressway 77, Ed Carey Boulevard, Loop 499, Tyler Avenue and Harrison Avenue **(Attachment I).**
- There is language in the ordinance that exempts from the regulations car washes that are a component of a convenience store.
- Any existing, or under construction, car wash facility along these corridors would be considered legal non-conforming uses (grandfathered).

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

9(c)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Public hearing for a Special Use Permit ("SUP") to allow a bar/lounge in a General Retail ("GR") District located at 407 West Harrison Avenue, bearing a legal description of Lots 8-9, Block 84, Harlingen Original Townsite Subdivision. Applicant: Janie Zamora

Prepared By: Xavier Cervantes, AICP, CPM
Title: Planning and Development Director
Signature: Xavier Cervantes

Brief Summary:

Project Timeline

- February 2, 2024 – Application for a Special Use Permit ("SUP") submitted to the City. **(ATTACHMENT I)**
- February 9, 2024 – In accordance with State and local law, notice of required public hearings mailed to all property owners within 200 feet of subject tract.
- February 10, 2024 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- February 28, 2024 - Public hearing and consideration of requested Special Use Permit by the Planning and Zoning Commission ("P&Z").
- March 6, 2024 – Public hearing and consideration of the requested SUP via 1st Ordinance reading scheduled before the City Commission.
- March 20, 2024 – Pending approval of 1st Ordinance reading, consideration of approval of 2nd Ordinance reading scheduled before the City Commission.

Summary

- Pursuant to Section 111-62 of the City of Harlingen Code of Ordinances, an adult business (bar/lounge) in a General Retail ("GR") District requires the approval of an SUP by the City Commission.
- The applicant wishes to operate a bar/lounge at 407 W. Harrison Avenue under a new name, "Mague's Bar". The building floor area is approximately 1,360 square feet, measuring 20 feet by 68 feet. Based on the floor plan submitted, there will be approximately 48 seats. The property is a non-conforming status for the parking requirements. As a result, the property shall be permitted to operate with the existing parking along the Harrison Avenue shoulders. The proposed hours of operation will be every day of the week from 11am to 2am. **(ATTACHMENT II)**.
- The previous SUP for the property was for a bar/lounge approved on March 21, 2021 under the name of El Cisne Bar, with Nora Herrera Manriquez as the TABC permit holder.
- The surrounding properties are zoned General Retail ("GR") District to the north, east, south, and west of the subject property **(ATTACHMENT IV)**. Surrounding land uses are an herb shop, Mage's Auto Electric, Taqueria La Fogata, and Valle Barber & Beauty Supply Co. **(ATTACHMENT V).**

- The SUP request was routed to the Building Inspections Department, Health Department, Fire Prevention Department, and Police Department for review. Staff reported no objections subject to applying for all applicable permits and compliance with all city ordinances, codes and standards. (**ATTACHMENT VI**).
- The applicant must obtain and maintain the proper State and TABC permits.
- Staff mailed out 17 legal notices. To the present, the Planning and Development Department has not received any objections to the request from the surrounding property owners.
- In accordance with the Code of Ordinances, the P&Z and City Commissions 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 subject to complying with the following conditions:

1. Must obtain and maintain the proper State and City permits;
2. Must provide video surveillance with a minimum 30-day retention;
3. Must comply with the requirements administered by Planning and Zoning, Building Inspections, Fire Prevention, Health and Police Departments
4. Hours of operation shall be every day from 11:00 am to 2:00 am.; and
5. A licensed security officer must be on-site during the peak hours of Thursday to Saturday from 9:00pm to 2:00am.

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

Comments:

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

10(a)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date:	**March 6, 2024**

Agenda Item:

Consideration and possible to approve an ordinance on first reading for the voluntary annexation of an 18.788-acre tract of land out of Block 33, David and Stephenson Subdivision, located along the east side of Crossett Road approximately 3,260 feet north of Loop 499. Applicant: River Creek Management, LLC. Attachment ***(Planning & Development)***

Prepared By:	Xavier Cervantes, AICP, CPM
Title:	Planning and Development Director
Signature:	*Xavier Cervantes*

Brief Summary:

Project Timeline

- February 3, 2024 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- February 28, 2024 – Public hearing to recommend the annexation by the Planning and Zoning Commission.
- March 6, 2024 – Public hearing and consideration of annexation by the City Commission via First Ordinance Reading.
- March 20, 2024 – Public hearing and consideration of annexation ordinance by the City Commission via Second and final reading.

Summary

- The property owner has requested the voluntary annexation of 18.788 acres of land **(Attachment I)**. The property has frontage along Crossett Road and is contiguous to the city limits via the west side of Crossett Road that was annexed to the city limits in the year 1980 **(Attachment V)**.

- The property owner is proposing a single-family residential development at the site and finds it beneficial for the property to be within city limits. If successful with the rezoning the developer plans to subdivide the property into multiple lots. The south one-half of the subdivision is proposed to be within Harlingen city limits while the north one-half will be within the city limits of Combes **(Attachment VI)**.

- Water and sewer for this subdivision will be provided by Harlingen Waterworks System. The costs to connect the property to the city water and sanitary sewer system will be at the developer's expense.

- The developer will be processing a Planned Development ("P-D") district zoning soon 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.

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: GG ☑ Yes ☐ No ☐ N/A

Comments:

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

Attachment I- Application Form

CITY OF HARLINGEN PLANNING AND DEVELOPMENT DEPARTMENT
MASTER APPLICATION

PROPERTY INFORMATON: (*Please* **PRINT** *or* **TYPE**)

Project Address: No Physical Address Available/Harlingen Nearest Intersection: Loop 499 & Crosset Rd

(Proposed) Subdivision Name: River Creek Subdivision Lot: _____ Block: 33(south)

Existing Zoning Designation: Agricultural Future Land Use Plan Designation: Single Homes Development

OWNER/APPLICANT INFORMATION: (*Please* **PRINT** or **TYPE**)

Applicant/Authorized Agent: Graciela Villarreal Phone: 965-346-1313 FAX: _____

Email Address (for project correspondence only): Rivercreek9@gmail.com

Mailing Address: 102 Creek Ct City: Brownsville State: Tx Zip: 78520

Property Owner: River Creek Management, LLC Phone: 956-346-1313 FAX: _____

Email Address (for project correspondence only): Rivercreek9@gmail.com

Mailing Address: 102 Creek Ct City: Brownsville State: Tx Zip: 78520

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
- ☐ License to Encroach.....$250.00
- ☐ Preliminary Construction Plans and Final Plat.....$150.00
- ☐ Minor Plat.....$100.00
- ☐ Re-Plat.....$250.00
- ☐ Vacating Plat.....$250.00
- ☐ Development Plat..... $50.00
- ☐ Subdivision Variance Request.....$25.00 (each)
- ☐ Right-of-Way / Utility Easement Abandonment.....No Fee

Please provide a basic description of the proposed project: Single Homes Development

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: 1/8/24

Property Owner(s) Signature: _____ Date: 1/8/24

Accepted by: _____ Date: _____

RECEIVED
JAN 11 2024
By

Attachment I- Letter from the Property Owner

January 8, 2024

Re: Request for Voluntary Annexation

Dear City Council,

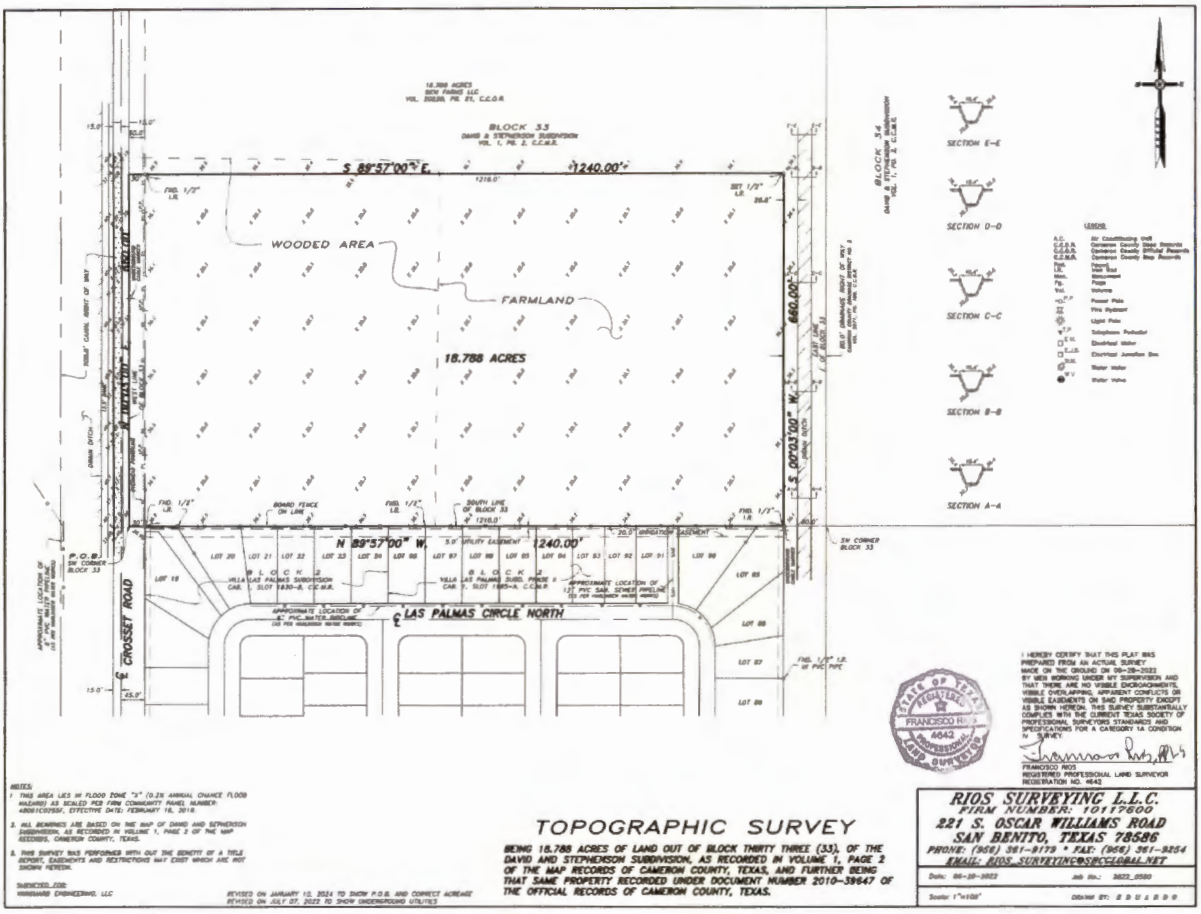
As the owner of the below-referenced property, I would like the City of Harlingen, Tx to consider my request for annexation. The property in question is located at South of Blk 33, David & Stephen Subdivision, Cameron County Tx. The property is currently undeveloped. The size of the tract is 18.788 acres and it is non-contiguous to the city limits. The reason for this annexation request is for new single homes development.

Owner Listed on Deed: River Creek Management, LLC
Attachments: Survey
Deed

Sincerely,

Graciela Villarreal

Attachment II- Property Survey



NOTES:

1. THIS AREA LIES IN FLOOD ZONE "X" (0.2% ANNUAL CHANCE FLOOD HAZARD) AS SCALED PER FIRM COMMUNITY PANEL NUMBER 48061C0255F, EFFECTIVE DATE: FEBRUARY 16, 2018.
2. ALL BEARINGS ARE BASED ON THE MAP OF DAVID AND STEPHENSON SUBDIVISION, AS RECORDED IN VOLUME 1, PAGE 2 OF THE MAP RECORDS, CAMERON COUNTY, TEXAS.
3. THIS SURVEY WAS PERFORMED WITH OUT THE BENEFIT OF A TITLE REPORT, EASEMENTS AND RESTRICTIONS MAY EXIST WHICH ARE NOT SHOWN HEREON.

PREPARED FOR:
HANNAHAM ENGINEERING, LLC

REVISED ON JANUARY 10, 2024 TO SHOW P.O.B. AND CORRECT ACREAGE
REVISED ON JULY 07, 2023 TO SHOW UNDERGROUND UTILITIES

I HEREBY CERTIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL SURVEY MADE ON THE GROUND ON 06-28-2022 BY ME OR WORKING UNDER MY SUPERVISION AND THAT THERE ARE NO VISIBLE ENCROACHMENTS, VISIBLE OVERLAPPING, APPARENT CONFLICTS OR VISIBLE EASEMENTS ON SAID PROPERTY EXCEPT AS SHOWN HEREON. THIS SURVEY SUBSTANTIALLY COMPLIES WITH THE CURRENT TEXAS SOCIETY OF PROFESSIONAL SURVEYORS STANDARDS AND SPECIFICATIONS FOR A CATEGORY 1A CONDITION IV SURVEY.

FRANCISCO RIOS
REGISTERED PROFESSIONAL LAND SURVEYOR
REGISTRATION NO. 4642

TOPOGRAPHIC SURVEY

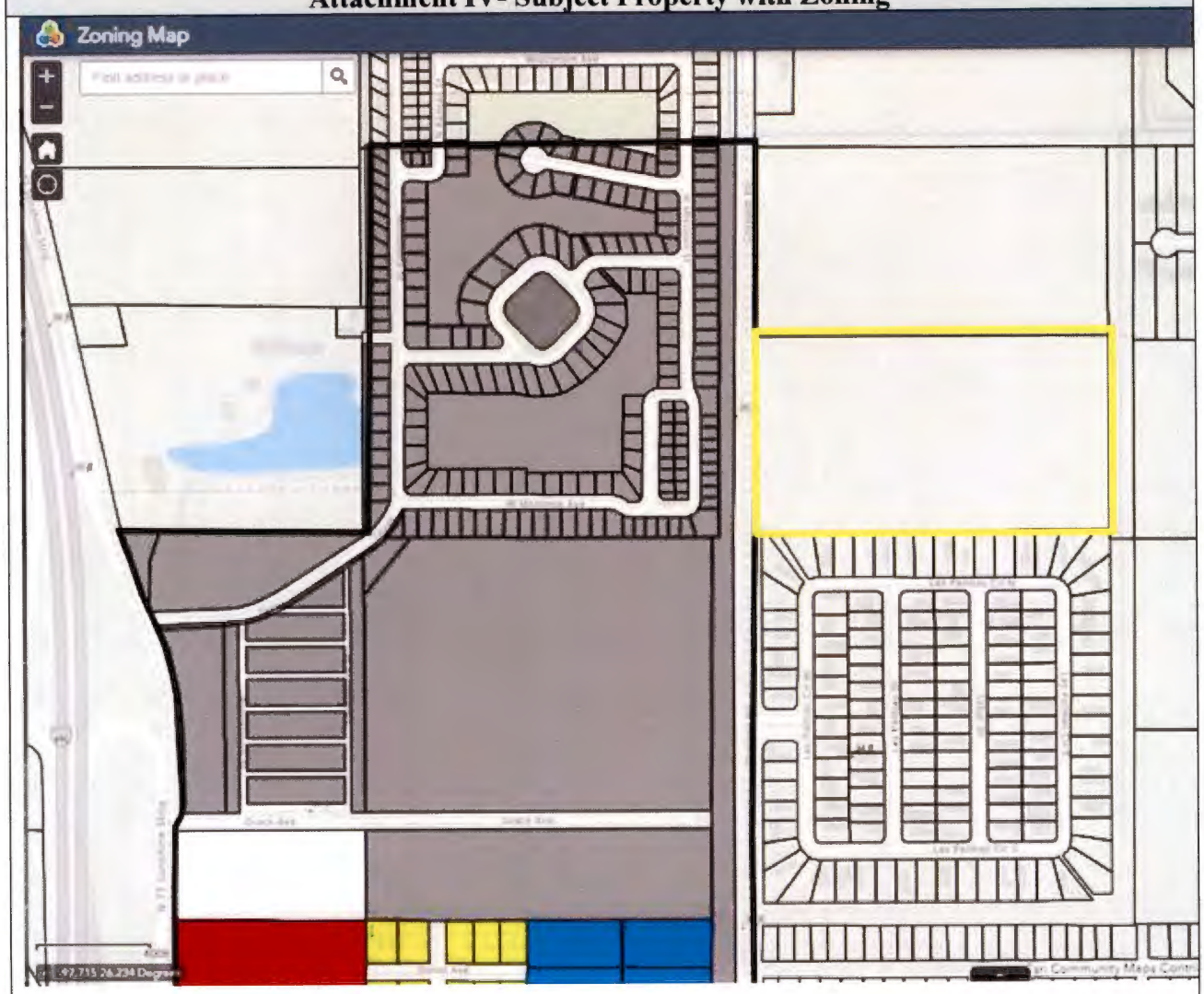
BEING 18.788 ACRES OF LAND OUT OF BLOCK THIRTY THREE (33), OF THE DAVID AND STEPHENSON SUBDIVISION, AS RECORDED IN VOLUME 1, PAGE 2 OF THE MAP RECORDS OF CAMERON COUNTY, TEXAS, AND FURTHER BEING THAT SAME PROPERTY RECORDED UNDER DOCUMENT NUMBER 2010-39647 OF THE OFFICIAL RECORDS OF CAMERON COUNTY, TEXAS.

RIOS SURVEYING L.L.C.
FIRM NUMBER: 10117600
221 S. OSCAR WILLIAMS ROAD
SAN BENITO, TEXAS 78586
PHONE: (956) 361-9179 • FAX: (956) 361-9254
EMAIL: RIOS_SURVEYING@SBCGLOBAL.NET

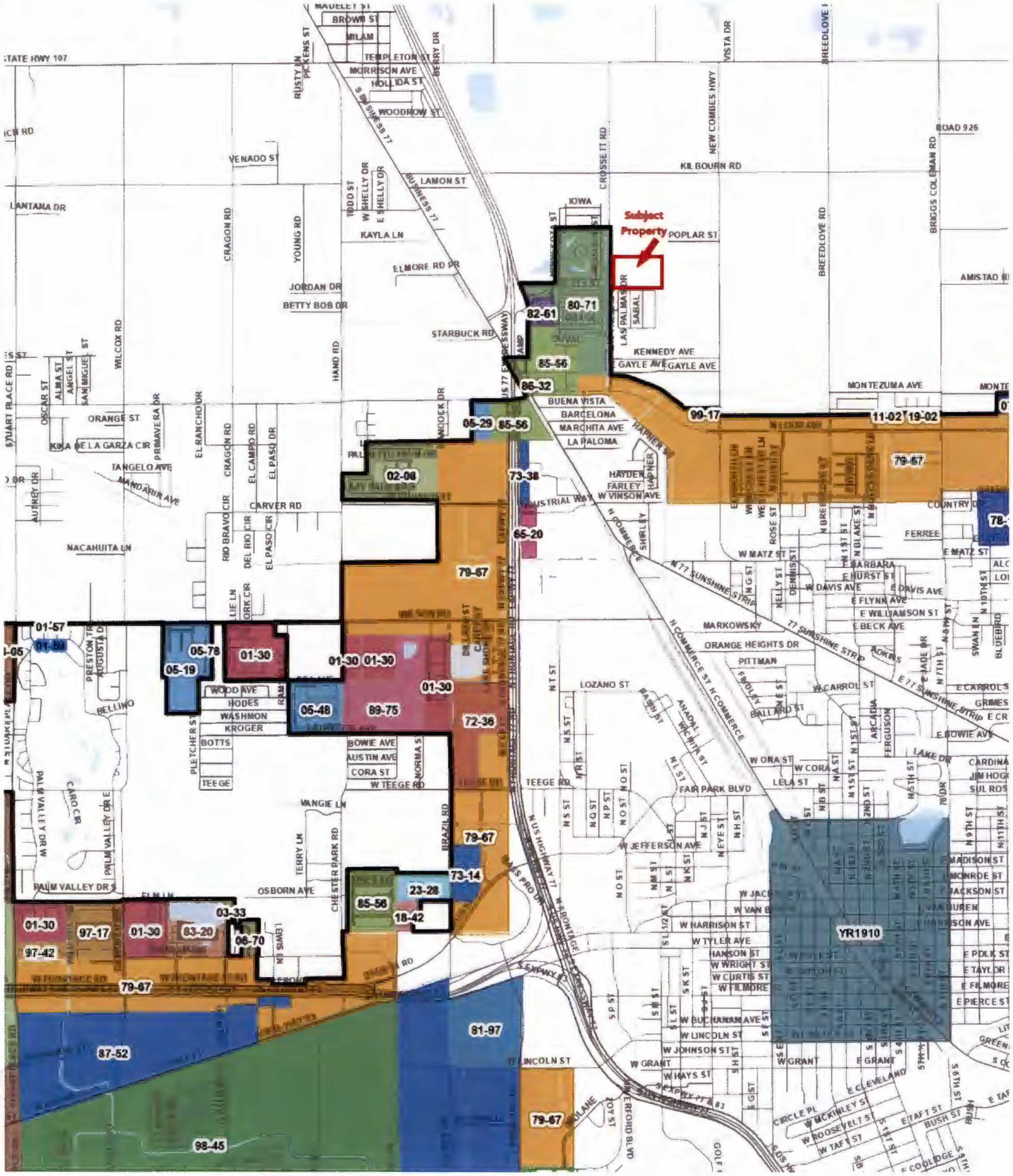
Date: 06-28-2022 Job No.: 2022_0580
Scale: 1"=100' Drawn BY: S D U L R D D

Attachment III- Aerial Photo with Zoning

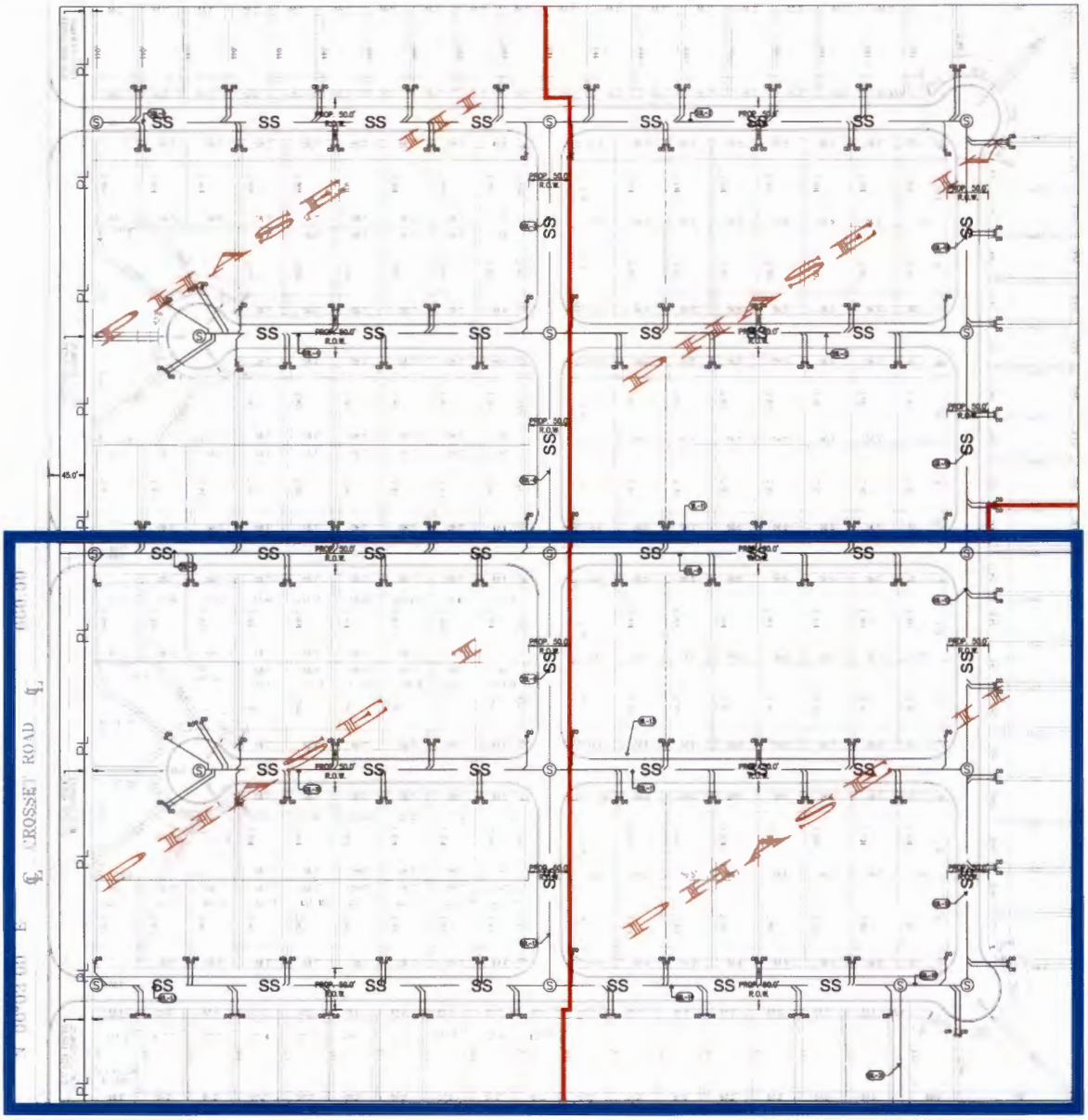
Attachment IV- Subject Property with Zoning



Attachment V- Annexation Map



Attachment VI- Proposed Subdivision Layout



ORDINANCE NO. 24-_____

AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF HARLINGEN BY ANNEXING, FOR FULL PURPOSE AN 18.788-ACRE TRACT OF LAND OUT OF BLOCK 33, DAVID AND STEPHENSON SUBDIVISION, LOCATED ON THE EAST SIDE OF CROSSETT ROAD APPROXIMATELY 3,260 FEET NORTH OF LOOP 499; 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 18.788 acres of land situated on the east side of Crossett Road approximately 3,260 feet north of Loop 499, more particularly described 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 January 12, 2024, 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 February 14, February 21 and March 6, 2024, 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 _____, 2024

APPROVED, PASSED, AND ADOPTED ON SECOND AND FINAL READING on this ___ day of _____, 2024

CITY OF HARLINGEN

_____
Norma Sepulveda, Mayor

ATTEST:

_____
Amanda Elizondo, City Secretary

EXHIBIT "A"

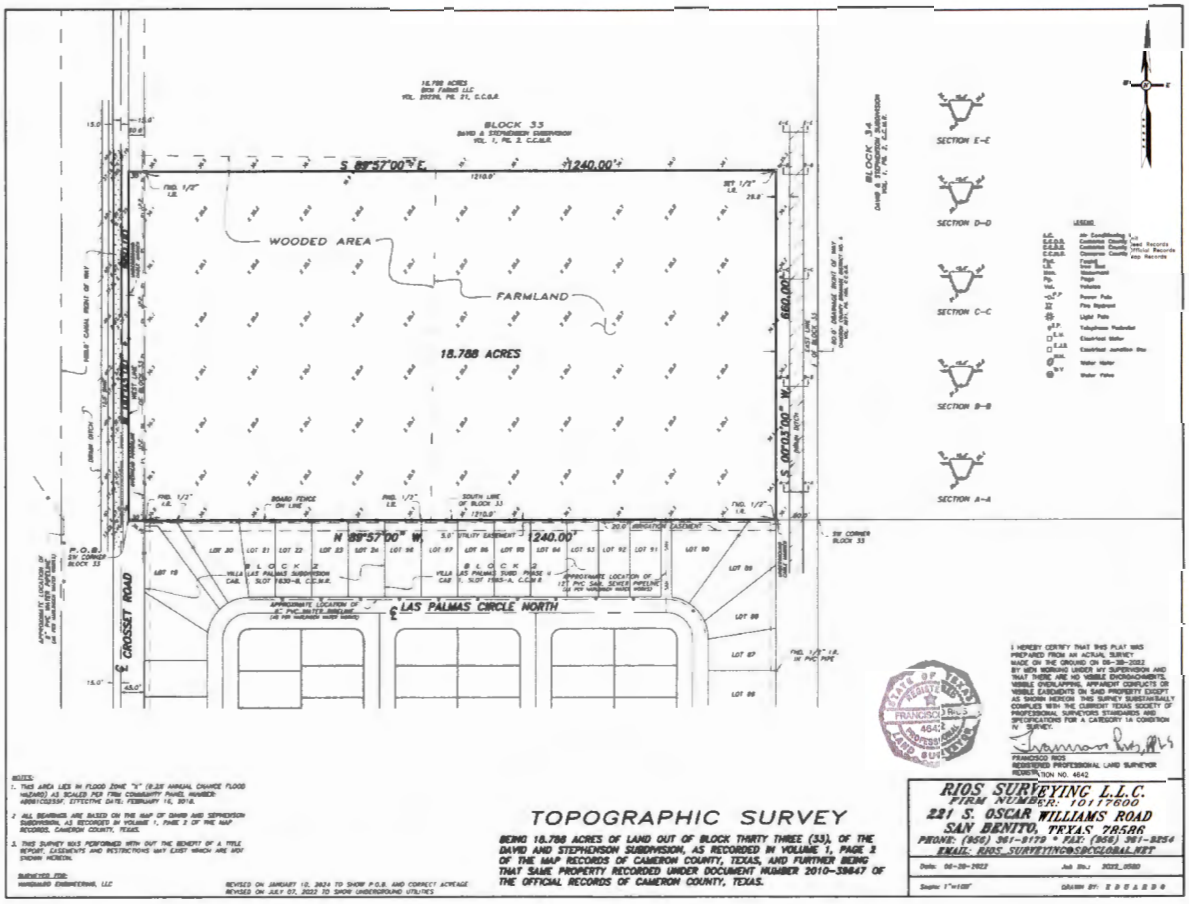

BLOCK 33
S 89°57'00" E 1240.00'
WOODED AREA
FARMLAND
18.788 ACRES
S 00°03'00" W 660.00'
N 89°57'00" W 1240.00'
GROSSET ROAD
LAS PALMAS CIRCLE NORTH
SECTION E-E
SECTION D-D
SECTION C-C
SECTION B-B
SECTION A-A
TOPOGRAPHIC SURVEY
BEING 18.788 ACRES OF LAND OUT OF BLOCK THIRTY THREE (33), OF THE DAVID AND STEPHENSON SUBDIVISION, AS RECORDED IN VOLUME 1, PAGE 2 OF THE MAP RECORDS OF CAMERON COUNTY, TEXAS, AND FURTHER BEING THAT SAME PROPERTY RECORDED UNDER DOCUMENT NUMBER 2010-39647 OF THE OFFICIAL RECORDS OF CAMERON COUNTY, TEXAS.
RIOS SURVEYING L.L.C.
FIRM NUMBER: 10117600
221 S. OSCAR WILLIAMS ROAD
SAN BENITO, TEXAS 78586
PHONE: (956) 361-9179 * FAX: (956) 361-8254
EMAIL: RIOS_SURVEYING@SBCGLOBAL.NET

EXHIBIT "B"

RIOS SURVEYING L.L.C.
FIRM NUMBER: 10117600
221 SOUTH WILLIAMS ROAD
SAN BENITO, TEXAS 78586
(956) 361-9179, FAX (956) 361-9254

METES AND BOUNDS DESCRIPTION
18.788 ACRES
CAMERON COUNTY, TEXAS

Being 18.788 acres of land out of Block Thirty Three (33), of the David and Stephenson Subdivision, as recorded in Volume 1, Page 2 of the Map Records of Cameron County, Texas, and further being that same property recorded under Document Number 2010-39647 of the Official Records of Cameron County, Texas; Said 18.788 acre tract being more particularly described as follows:

BEGINNING at a point on the original East Right of Way line of Crosset Road (30.00 feet of Right of Way), being the Southwest corner of said Block 33 and of the herein described tract;

THENCE, along the original East Right of Way line of said Crosset Road and the West line of said Block 33, North 00 degrees 30 minutes 00 seconds East, a distance of 660.00 feet to a point for the Southwest corner of a certain 18.788 acre tract recorded in Volume 20220, Page 21 of the Official Records of Cameron County, Texas, and the Northwest corner of the herein described tract;

THENCE, departing the original East Right of Way line of said Crosset Road, South 89 degrees 57 minutes 00 seconds East, along the South line of said 18.788 acre tract, at a distance of 30.00 feet passing a ½ inch iron rod found for reference on the apparent East Right of Way line of said Crosset Road, and continuing in all a total distance of 1240.00 feet to a ½ inch iron rod set on the West Right of Way line of a 80.00 feet Drainage Right of Way, as recorded in Volume 5971, page 106 of the Official Records of Cameron County, Texas, for the Southeast corner of said 18.788 acre tract and the Northeast corner of the herein described tract;

THENCE, along the West Right of Way line of said 80.00 feet Drainage Right of Way, South 00 degrees 30 minutes 00 seconds West, a distance of 660.00 feet to a ½ inch iron rod found on the South line of the aforementioned Block 33, for the Southeast corner of the herein described tract, and being the Northeast corner of Villa Las Palmas Subdivision Phase II, as recorded in Cabinet 1, Slot 1965-A of the Map Records of Cameron County, Texas;

THENCE, departing the West Right of Way line of said 80.00 feet Drainage Right of Way, North 89 degrees 57 minutes 00 seconds West, along the South line of said Block 33 and along the North line of said Villa Las Palmas Subdivision, Phase II and of Villa Las Palmas Subdivision, as recorded in Cabinet 1, Slot 1830-B of the Map Records of Cameron County, Texas, at a distance of 1210.00 feet passing a ½ inch iron rod found for reference on the apparent East Right of Way line of the aforementioned Crosset Road, and continuing in all a total distance of 1240.00 feet to the POINT OF BEGINNING and containing 18.788 acres of land.

Compiled by: E.M.
Date: January 10, 2024
Job No.: 2022_0580.

STATE OF TEXAS
REGISTERED
FRANCISCO RIOS
4642
PROFESSIONAL
LAND SURVEYOR

Francisco Rios, RPLS

EXHIBIT "C"

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 18.788-acre tract of land out of Block 33, of the David and Stephenson Subdivision, 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.

SIGNED this 12 day of Jan, 2024.

CITY OF HARLINGEN

By:_____
Gabriel Gonzalez, CPM, City Manager

PROPERTY OWNER(S) OF THE PROPERTY DESCRIBED ABOVE

By: _____
River Creek Management, LLC
Property Owner

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action to adopt an ordinance on first reading amending the City of Harlingen Code of Ordinances Chapter 111, Article XIII, Section 111-62, Use Chart, by establishing the boundaries of the major commercial corridors, and prohibiting the car wash use in the said major corridors due to safety. Applicant: City of Harlingen. Attachment ***(Planning & Development)***

Prepared By: Xavier Cervantes, AICP, CPM
Title: Planning and Development Director
Signature: Xavier Cervantes

Brief Summary:

Project Timeline

- February 3, 2024 - In accordance with State and local law, notice of the required public hearings published in the Valley Morning Star.
- February 28, 2024 – Public hearing and consideration of the ordinance amendment by the Planning and Zoning Commission (P&Z).
- March 6, 2024 – Public hearing and consideration of the ordinance amendment scheduled before the City Commission.
- March 20, 2024 – Pending approval of 1st ordinance reading, consideration of approval of 2nd ordinance reading scheduled before the City Commission.

Summary

- This ordinance prohibiting new car wash facilities along certain major commercial corridors is being proposed due to safety concerns.
- After consulting with the Police Chief he agrees that the traffic in-and-out of these facilities create safety issues for the motorists traveling along certain major commercial corridors due to the conflict points generated.
- The proposal is to define the major commercial corridors as Expressway 83, Expressway 77, Ed Carey Boulevard, Loop 499, Tyler Avenue and Harrison Avenue **(Attachment I).**
- There is language in the ordinance that exempts from the regulations car washes that are a component of a convenience store.
- Any existing, or under construction, car wash facility along these corridors would be considered legal non-conforming uses (grandfathered).

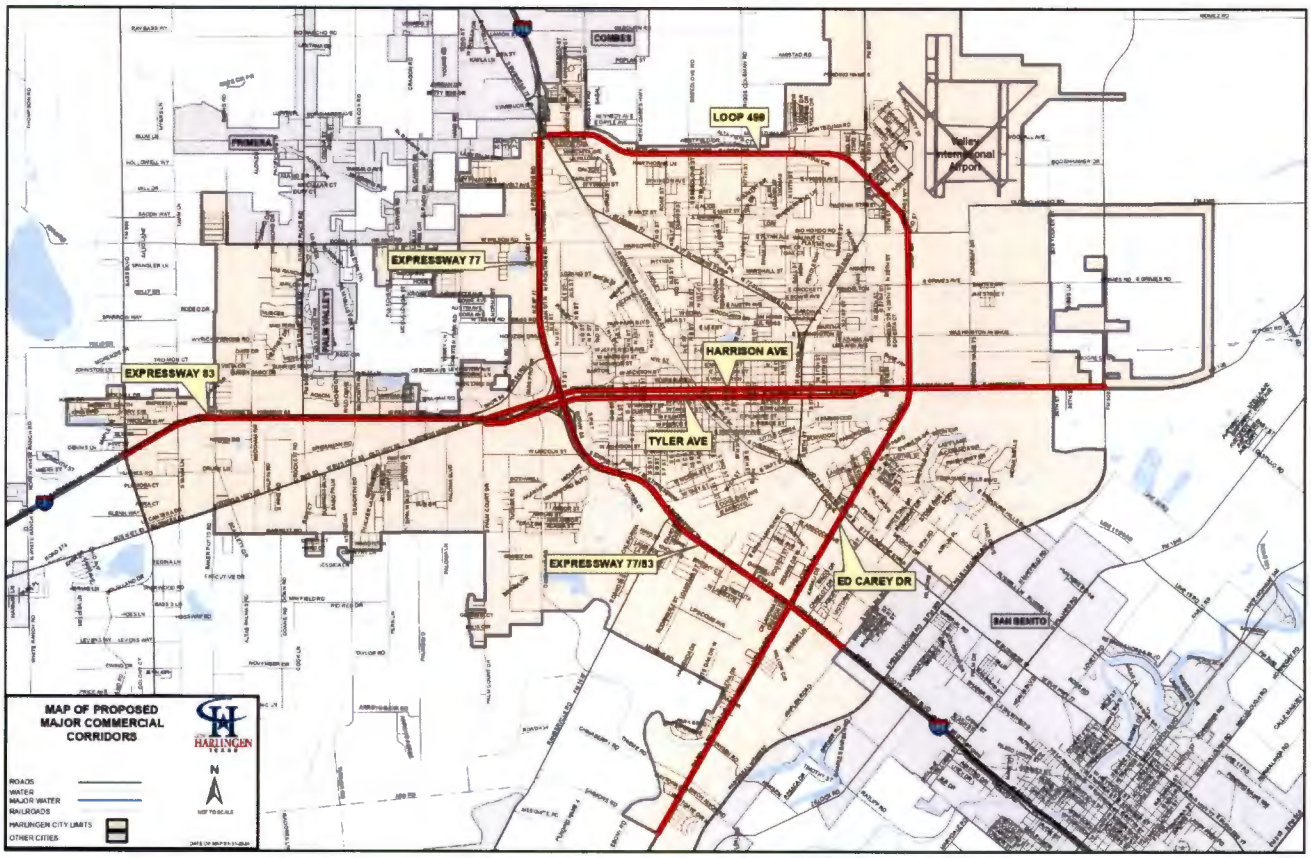
Funding (if applicable):

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

Attachment I—Map



ORDINANCE NO. 24-_____

AN ORDINANCE AMENDING THE CITY OF HARLINGEN CODE OF ORDINANCES CHAPTER 111, ZONING, ARTICLE XIII, SECTION 111-62 USE CHART; BY ESTABLISHING THE BOUNDARIES OF THE MAJOR COMMERCIAL CORRIDORS, AND PROHIBITING THE CAR WASH USE IN THE SAID MAJOR CORRIDORS DUE TO SAFETY; PROVIDING FOR PUBLICATION AND ORDAINING OTHER MATTERS RELATED TO THE FOREGOING

WHEREAS, The amendments are also consistent with the goals of the One Vision One Harlingen Comprehensive Plan, to help create safe environments throughout the city; and

WHEREAS, The amendments are 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 XIII, Section 111-62, is hereby amended by adding the language underlined (added) and deleting the language that is stricken through (~~stricken~~) to read in full as follows.

Sec. 111-62. - Use chart; allowable uses by zone

This section contains a chart of permissible land uses by zone. If you want to open a specific type of business, look for that use in the uses listed in the left hand column. Once the use is located, follow the line across to the right to determine which zoning

designations it is allowed in by right (designated by an "x"), which it is allowed in with a special use permit (designated by an "s"), or if it is not allowed in a zone (no mark present). If you do not find your use listed, check with the department of planning and development, it may be under a general classification category. Similarly, if you own a piece of property and you know what it is zoned, you can determine what uses are allowed by following the column under your zoning category (e.g. R-1, M-2, MH. . .) to determine which uses are allowed by right or with a special use permit.

A car wash operation shall not be permitted along the City of Harlingen major commercial corridors such as Tyler Avenue, Harrison Avenue, Ed Carey Drive, Loop 499, Expressway 77 and Expressway 83. Any such business that may currently exist may continue to do so but shall not be permitted to expand or be replaced. A car wash, being a component of a convenience store, shall not be prohibited along these corridors.

Legend			
X	Permitted by right	□	Not allowed
S	Special use permit required	*	Storage purposes only
1	Requires site plan approval	^	Only on tracts 5 acres or more
**	Not allowed along major commercial corridors listed above		

Automobile and Machinery Type Uses

	N	R1	R2	M1	M2	MH	PD	O	NS	GR	LI	HI	RPH	
Auto paint and rebuild							x1							
Auto parking lot	*				x		x1	x	x	x	x	x		
Auto sales and repair							x1			x	x	x		
Car Wash**							x1			x	x	x		
Drag strip and commercial racing							x1				x	x		
Farm equipment sales							x1			x	x	x		
Gasoline station							x1	x	x	x	x	x		
Heavy machinery sales and storage							x1			x	x	x		
Mobile home sales							x1			x	x	x		
Mobile home repairs							x1				x	x		
New and used car lot							x1			x	x	x		
New auto parts							x1			x	x	x		
Taxi stand							x1			x	x	x		
Trailer rental/sales							x1			x	x	x		
Truck parking lot							x1			x	x	x		
Towing, wrecked vehicle storage							x1				x	x		
Used auto parts							x1				x	x		
Wrecking and							x1				s	s		

salvage yard														

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 _____, 2024, 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:

_____
Amanda C. Elizondo, City Secretary

10(c)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action to adopt an ordinance on first reading for a Special Use Permit ("SUP") to allow a bar/lounge in a General Retail ("GR") District located at 407 West Harrison Avenue, bearing a legal description of Lots 8-9, Block 84, Harlingen Original Townsite Subdivision. Applicant: Janie Zamora. Attachment ***(Planning & Development)***

Prepared By: Xavier Cervantes, AICP, CPM
Title: Planning and Development Director
Signature: *Xavier Cervantes*

Brief Summary:

Project Timeline

- February 2, 2024 – Application for a Special Use Permit ("SUP") submitted to the City. **(ATTACHMENT I)**
- February 9, 2024 – In accordance with State and local law, notice of required public hearings mailed to all property owners within 200 feet of subject tract.
- February 10, 2024 – In accordance with State and local law, notice of required public hearings published in the Valley Morning Star.
- February 28, 2024 - Public hearing and consideration of requested Special Use Permit by the Planning and Zoning Commission ("P&Z").
- March 6, 2024 – Public hearing and consideration of the requested SUP via 1st Ordinance reading scheduled before the City Commission.
- March 20, 2024 – Pending approval of 1st Ordinance reading, consideration of approval of 2nd Ordinance reading scheduled before the City Commission.

Summary

- Pursuant to Section 111-62 of the City of Harlingen Code of Ordinances, an adult business (bar/lounge) in a General Retail ("GR") District requires the approval of an SUP by the City Commission.
- The applicant wishes to operate a bar/lounge at 407 W. Harrison Avenue under a new name, "Mague's Bar". The building floor area is approximately 1,360 square feet, measuring 20 feet by 68 feet. Based on the floor plan submitted, there will be approximately 48 seats. The property is a non-conforming status for the parking requirements. As a result, the property shall be permitted to operate with the existing parking along the Harrison Avenue shoulders. The proposed hours of operation will be every day of the week from 11am to 2am. **(ATTACHMENT II)**.
- The previous SUP for the property was for a bar/lounge approved on March 21, 2021 under the name of El Cisne Bar, with Nora Herrera Manriquez as the TABC permit holder.
- The surrounding properties are zoned General Retail ("GR") District to the north, east, south, and west of the subject property **(ATTACHMENT IV)**. Surrounding land uses are an herb shop, Mage's Auto Electric, Taqueria La Fogata, and Valle

Barber & Beauty Supply Co. (**ATTACHMENT V).**

- The SUP request was routed to the Building Inspections Department, Health Department, Fire Prevention Department, and Police Department for review. Staff reported no objections subject to applying for all applicable permits and compliance with all city ordinances, codes and standards. (**ATTACHMENT VI**).
- The applicant must obtain and maintain the proper State and TABC permits.
- Staff mailed out 17 legal notices. To the present, the Planning and Development Department has not received any objections to the request from the surrounding property owners.
- In accordance with the Code of Ordinances, the P&Z and City Commissions 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 subject to complying with the following conditions:

1. Must obtain and maintain the proper State and City permits;
2. Must provide video surveillance with a minimum 30-day retention;
3. Must comply with the requirements administered by Planning and Zoning, Building Inspections, Fire Prevention, Health and Police Departments
4. Hours of operation shall be every day from 11:00 am to 2:00 am.; and
5. A licensed security officer must be on-site during the peak hours of Thursday to Saturday from 9:00pm to 2:00am.

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

Comments:

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

Attachment I - Application

CITY OF HARLINGEN PLANNING AND DEVELOPMENT DEPARTMENT
MASTER APPLICATION

PROPERTY INFORMATON: (*Please* **PRINT** *or* **TYPE**)
Project Address 407 W HARRISON AVE Nearest Intersection S. D St. Intersection
(Proposed) Subdivision Name Harlingen Original Townsite Lot 8-9 Block 84
Existing Zoning Designation _____ Future Land Use Plan Designation _____

OWNER/APPLICANT INFORMATION: (*Please* **PRINT** or **TYPE**)
Applicant/Authorized Agent Jane M. Zamora Phone 956-577-3545 FAX _____
Email Address (for project correspondence only): janiiezamora@icloud.com
Mailing Address 913 Colorado St City Harlingen State TX Zip 78552
Property Owner Selene Pellat Phone 361-442-5488 FAX _____
Email Address (for project correspondence only): Janiiezamora@icloud
Mailing Address 9425 Wilkins Dr City Corpus Christi State TX Zip 78410

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

☐ Annexation Request.....No Fee	☐ 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:
TABC Application For the sale of Wine + Beer primary Business is a Bar.

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: ✓ [signature] Date: 01-29-2024

Property Owner(s) Signature: ✓ Selene Pellat Date: 01/29/24

Accepted by: _____ Date: _____

Attachment I - Application

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:

- Existing/proposed building footprints and building heights (or buildable areas for single and two-family residential); and
- Locations of proposed uses; and
- Ingress and egress to/from property;
- Existing/proposed streets in compliance with the City of Harlingen Long Range Thoroughfare Plan; and
- Existing/proposed sidewalks; and
- Existing/proposed utilities; and
- Existing/proposed drainage; and
- 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:
  - 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 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.

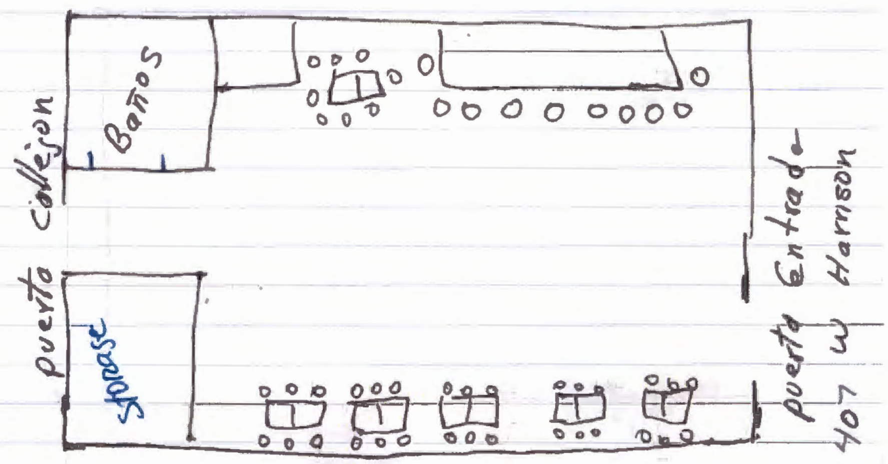
Owner: Selene Pellit Date 1/29/24

Owner Address: 9425 Wilkins Dr. Corpus Christi, Tx, 78410

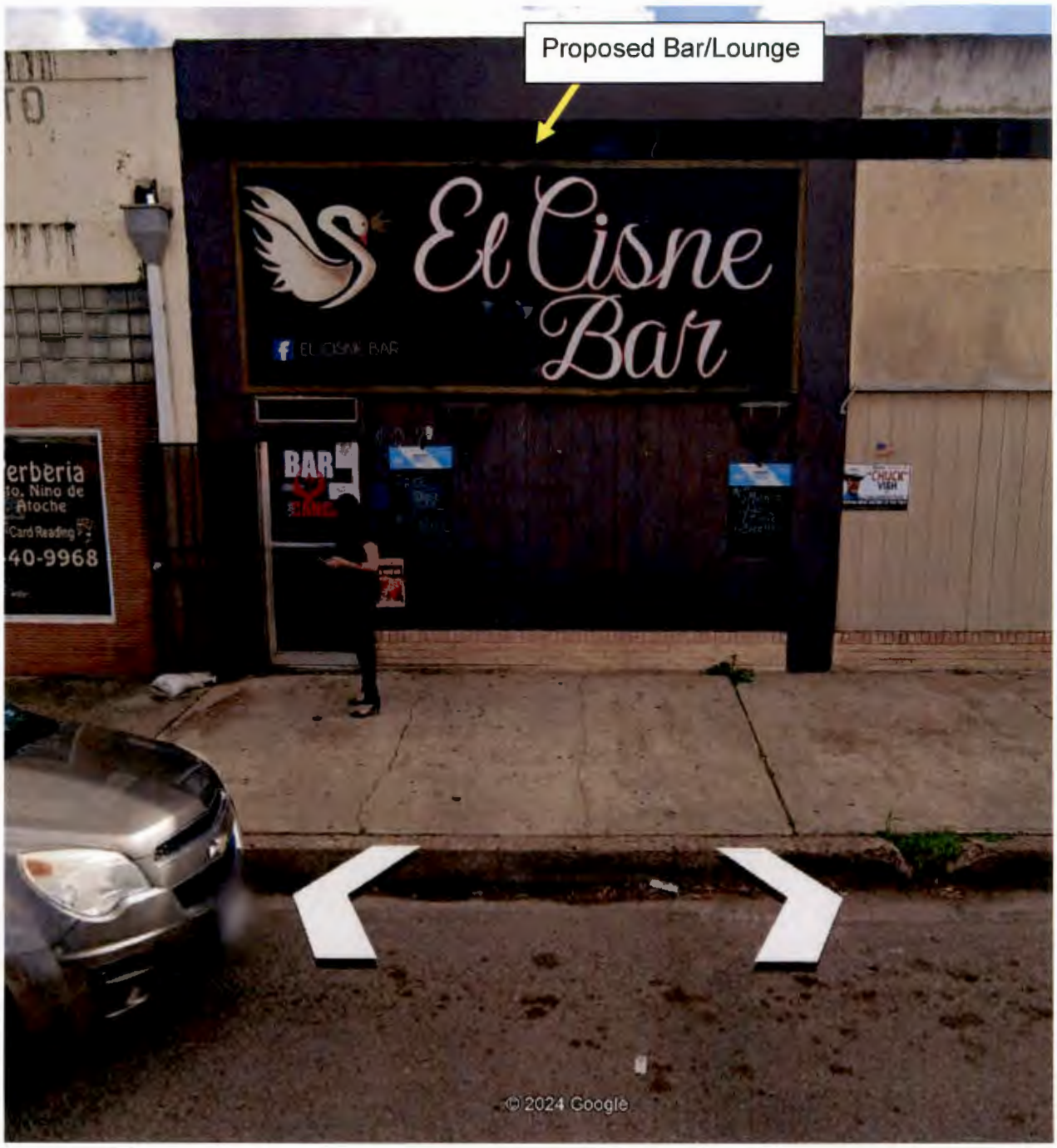
Phone/Fax:

Signature: Selene Pellit

Attachment II – Floor Plan

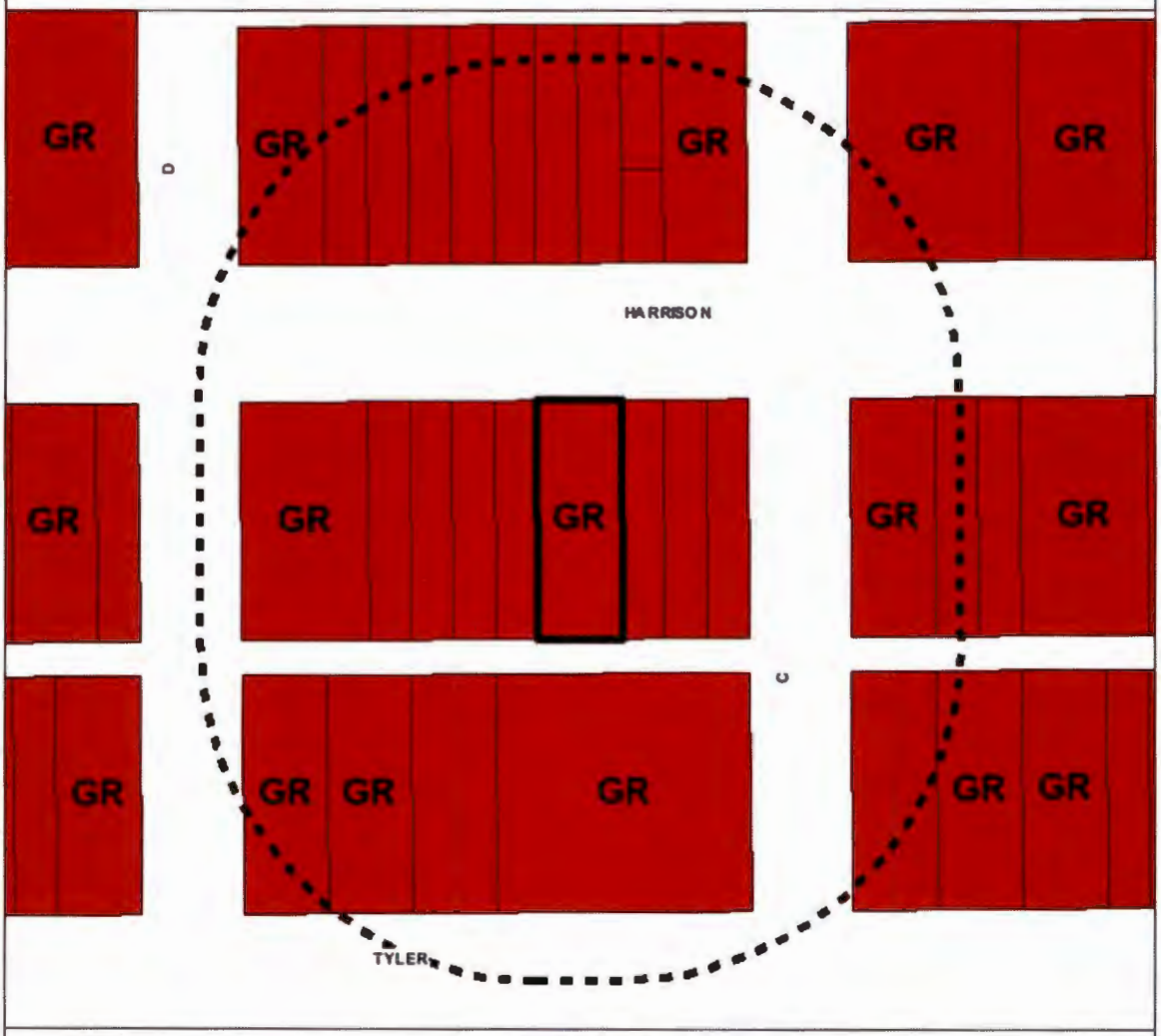


Attachment III – Street View



Attachment IV – Legal Notice

Request for a Special Use Permit ("SUP") to allow a bar/lounge in a General Retail ("GR") District located at 407 West Harrison Avenue, bearing a legal description of Lots 8-9, Block 84, Harlingen Original Townsite Subdivision. Applicant: Janie Zamora



N

0 30 60

Feet

Boundary lines

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

Zoning Designations

- General Retail (GR)
- Heavy Industry (HI)
- Light Industry (LI)
- 3/4 Plex Residential (M1)
- Multi Family Residential (M2)
- Mobile Home Residential (MH)
- Not-Designated (N)
- Neighborhood Services (NS)
- Office (O)
- Planned Development District (PD)
- Single Family Residential (R1)
- 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 02.02.2024

Attachment V – Aerial View

Attachment VI – Building Inspections

CITY OF HARLINGEN TEXAS

SUP Request Routing Slip

Applicant: Janie Zamora

Phone No.: (956) 577-3545

Location: 407 W. Harrison Ave

Project Description: SUP request to allow an adult business (bar/lounge) in a GR zone.

Department: Building Permits and Inspections Department.

Approval: X YES ___NO

Comments:

A Building Permit application for Re-Occupancy with floor plans must be submitted to the building department office for review for the proposed to comply with the 2018 International Building Code and Family of Codes.

Must comply with all required plumbing fixtures and means of egress.

02/21/2024

Signature **Date**

Attachment VI – Fire Prevention Bureau

CITY OF HARLINGEN TEXAS

Specific Use Permit ("SUP") Routing Slip

Applicant: Janie Zamora

Phone No.: (956) 577-3545

Location: 407 W Harrison Ave

Project Description: SUP request to allow an adult business (bar/lounge) in a (GR) zone.

Department: Fire Prevention Bureau

Approval: _X_ YES __ NO

Comments: Applicant will have to meet any codes, regulations, ordinances, and standards required for permit.

Fire Marshal Juan Sauceda Jr.

Juan Sauceda Jr

Date: February 5, 2024

Attachment VI – Health Department

CITY OF HARLINGEN TEXAS

SUP Request Routing Slip

Applicant: Janie Zamora

Phone No.: (956) 577-3545

Location: 407 W. Harrison Ave

Project Description: SUP request to allow an adult business (bar/lounge) in a GR zone.

Department: Health Department

Approval: _X_YES ___NO

Comments: According to the plans submitted this establishment meets minimum health requirements as a bar/lounge only, however, a mop sink will need to be installed since the floor plans did not include it. Prepackaged food items such as potato chips, prepackaged candy, prepackaged peanuts and prepackaged gum are the only types of foods allowed to be sold. There is no kitchen equipment included in the floor plans, so no food preparation or cooking of foods will be allowed at this location.

Signature 2-19-24 **Date**

Attachment VI – Harlingen PD

CITY OF HARLINGEN TEXAS

SUP Request Routing Slip

Applicant: Janie Zamora

Phone No.: (956) 577-3545

Location: 407 W. Harrison Ave

Project Description: SUP request to allow an adult business (bar/lounge) in a GR zone.

Department: HARLINGEN POLICE DEPARTMENT

Approval: ✓ YES ___ NO

Comments: _____

Signature _____ **Date** 2-9-24

ORDINANCE NO. 24-

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLINGEN: A SPECIAL USE PERMIT (SUP) ISSUED TO JANIE ZAMORA TO ALLOW A BAR/LOUNGE IN A GENERAL RETAIL ("GR") DISTRICT LOCATED AT 407 WEST HARRISON AVENUE, BEARING A LEGAL DESCRIPTION OF LOTS 8-9, BLOCK 84, HARLINGEN ORIGINAL TOWNSITE SUBDIVISION, 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 in Exhibit "A":

> Special Use Permit (SUP) issued to Janie Zamora to allow a parking lot in a General Retail ("GR") District located at 407 West Harrison Avenue, bearing a legal description of Lots 8-9, Block 84, Harlingen Original Townsite.

A copy of the Zoning Map constituting a part and parcel of the Code of Ordinances, as filed with the Chief Building Official 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 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 Special Use Permit 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 shall comply with the conditions as listed below:

1. Must obtain and maintain the proper State and City permits;
2. Must provide video surveillance with a minimum 30-day retention;
3. Must comply with the requirements administered by Planning and Zoning, Building Inspections, Fire Prevention, Health and Police Departments;
4. Hours of operation shall be every day from 11:00 am to 2:00 am.; and
5. A licensed security officer must be on-site during the peak hours of Thursday to Saturday from 9:00pm to 2:00am.

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 _____, 2024 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.

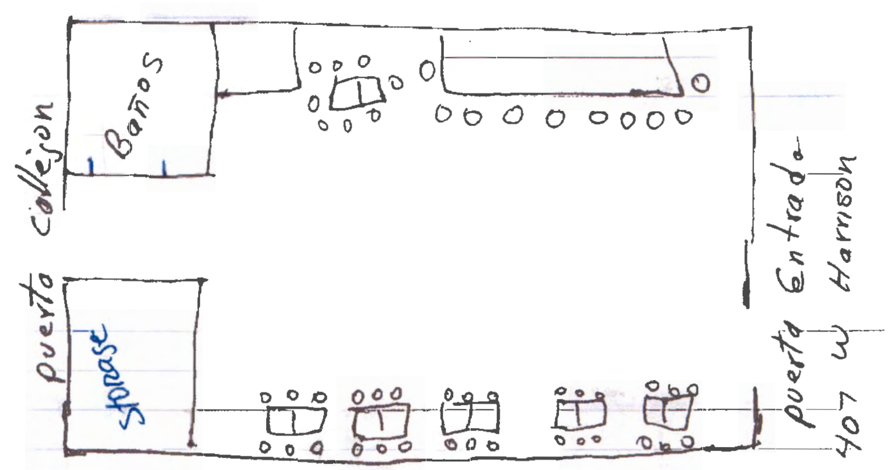
CITY OF HARLINGEN

_____
Norma Sepulveda, Mayor

ATTEST:

_____
Amanda C. Elizondo, City Secretary

EXHIBIT "A"


Baños
callejon
puerta
Storage
Entrada
puerta
407 W Harrison

10(d)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action to approve the preliminary construction plans and final plat with conditions of the proposed Central Perk Subdivision, located along the west side of Perk Lane, approximately 1,842 feet south of Garrett Road, bearing a legal description of 2.89 acres of land (3.00 acres deed) out of Block 6 Dougherty – Paillet Subdivision out of Survey 293. Applicant: Moore Land Surveying, LLC c/o Ramiro & Sylvia Resendez. Attachment ***(Planning & Development)***

Prepared By: Xavier Cervantes, AICP, CPM
Title: Planning and Development Director
Signature: *Xavier Cervantes*

Brief Summary:

Project Timeline

- January 2, 2024– Preliminary construction plans and final plat application and subdivision application submitted to the City.
- January 16, 2024– Letter sent to applicant outlining deficiencies; application deemed incomplete.
- January 17, 2024 – Preliminary construction plans and final plat resubmitted to the City.
- February 2, 2024 – Preliminary construction plans and final plat deemed complete.
- February 28, 2024 – Consideration of the preliminary construction plans and final plat by the Planning and Zoning Commission.
- March 6, 2024 – Consideration of the preliminary construction plans and final plat by the City Commission.

Summary:

- The developer is requesting approval of the preliminary construction plans and final plat.
- Drainage requirements meet the current standard for a 50-year storm. A ditch belonging to Cameron County Drainage District #5 will be widened to comply with the city and county drainage requirements.
- Water will be provided by HWWS. Wastewater will be provided by OSSF.
- Park fees must be paid for the subdivision. Park fees are $450 per dwelling unit. A total of $1,800.00 will have to be paid in park fees prior to subdivision recording. The fees will go to Park Zone 1 (the southwest zone).
- 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:

1. Compliance with the requirements from the Engineering, HWWS, Fire Department, and Planning Departments please see attached comments (ATTACHMENT IV – VIII).

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

Attachment I—Subdivision Application

CITY OF HARLINGEN PLANNING AND DEVELOPMENT DEPARTMENT
MASTER APPLICATION

PROPERTY INFORMATON: (*Please* **PRINT** *or* **TYPE**)

Project Address PERK LN. Nearest Intersection 1800 FT. SOUTH OF INTERSECTION OF GARRETT RD. & PERK LN.

(Proposed) Subdivision Name CENTRAL PERK SUBDIVISION Lot 4 Block 1

Existing Zoning Designation SINGLE FAMILY Future Land Use Plan Designation SINGLE FAMILY

OWNER/APPLICANT INFORMATION: (*Please* **PRINT** or **TYPE**)

Applicant/Authorized Agent EMILIANO ROSEL Phone 956-929-1615 FAX

Email Address (for project correspondence only): EROSEL.MLS@GMAIL.COM

Mailing Address 14216 PALIS DR. City LA FERIA State TX Zip 78552

Property Owner RAMIRO & SYLVIA M. RESENDEZ Phone FAX

Email Address (for project correspondence only):

Mailing Address 25095 N. DILWORTH RD. City HARLINGEN State TX Zip 78552

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

☐ Annexation Request.....No Fee	■ 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: PROPOSED 4 LOT SINGLE FAMILY SUBDIVISION (CITY'S ETJ)

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: 1/2/24

Property Owner(s) Signature: Date:

Accepted by: Date:

RECEIVED
JAN 02 2024
By

Attachment I—Letter of Authorization

AFFIDAVIT
AUTHORIZATION TO SUBMIT AND REVISE
SUBDIVISION APPLICATION

We, the undersigned, **RAMIRO & SYLVIA M. RESENDEZ,** do hereby authorize Moore Land Surveying, LLC to act as my (our) agent in the submittal and revision of the Subdivision application for **CENTRAL PERK SUBDIVISION**; and do hereby grant Moore Land Surveying, LLC the power to act in my (our) behalf by signing and submitting all necessary "Subdivision Application Forms".

Date: 22 DEC 23

By: [signature]

Name: RAMIRO & SYLVIA RESENDEZ

Title: OWNER

STATE OF TEXAS

COUNTY OF CAMERON

This instrument was acknowledged before me on the 22nd day of December 2023, by Ramiro Resendez & Sylvia M. Resendez.

Date: 12-22-23

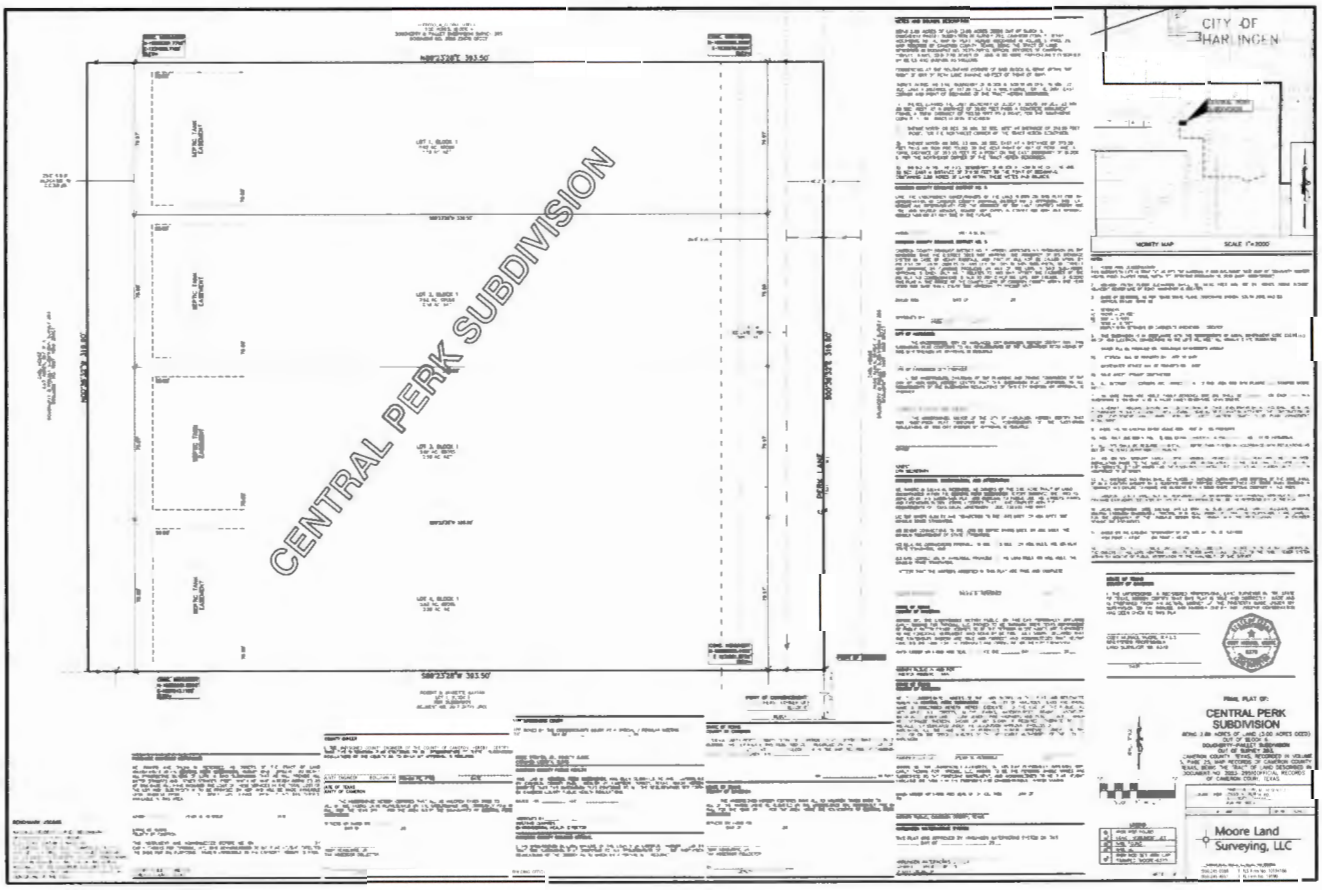
[signature]
Notary Public, State of Texas

ANA MOORE
MY COMMISSION EXPIRES
04/05/2027
NOTARY ID: 131944075

Name Printed: Ana Moore

My Commission Expires: 4-5-27

Attachment II —Final Plat



Attachment III — Aerial View of the Proposed Central Perk Subdivision

Attachment III — Street View

View from Perk Lane

CITY OF HARLINGEN TEXAS

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

01/31/2024

Emiliano Rosel, P.E.
Moore Land Surveying, LLC
14216 Palis Drive
La Feria, Texas 78559

Re: Central Perk

Dear Mr. Rosel,

City staff reviewed the preliminary plans and final plat of the proposed **"Central Perk Subdivision"** submitted on January 17, 2024. The application is considered complete subject to a list of conditions from the different City Departments. If you agree with the listed conditions, please come into 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 section 109-193 of the Code of Ordinances Chapter 109-Subdivisions, park fees will need to be paid for the subdivision. Park fees are $450.00 per dwelling unit.
2. All other applicable fees must be paid prior to recording of the final plat.

Thank you,

Soledad A. Núñez
City Planner

Attachment VI – Engineering

CITY OF HARLINGEN TEXAS

Engineering Department | 24200 FM 509, Harlingen, Texas 78550

January 29, 2024

Luis Vargas, PE, CFM
City Engineer

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

RE: REVIEW OF CENTRAL PERK SUBDIVISION, PRELIM & FINAL PLAT – 2ND SUBMITTAL

Dear Mr. Olivo,

Please find comments below regarding the Preliminary and Final Plat for the above-mentioned subdivision per Section 109-128.(a) of the City of Harlingen City Ordinances.

☒ Approved

☐ Approved with Conditions

☐ Disapproved

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) 216-5223 or via email at lvargas@harlingentx.gov.

Sincerely,

Luis Vargas, PE, CFM

CITY OF HARLINGEN TEXAS

Subdivision Review

Subdivision Name:	**Central Perk**
Proposed Use:	**4 Lot Single Family Residential Use – In the 3.5 Mile ETJ**
Location:	**Located approximately 1,842 feet south from the intersection of Garrett Road and Perk Lane**
Developer:	**Ramiro & Sylvia Resendez**
Engineer:	**Moore Land Surveying, LLC / (956) 929-1615** Erosel.mls@gmail.com

Approval: **_X_ Yes** **____ Yes with Comments** **____ No**

Comments: **1. No Comments**

Juan Sauceda Jr. Fire Marshal Departmental Official Signature	**Fire Prevention** Department	**January 17, 2024** Date
(956) 216-5790 Contact Number	jsauceda@harlingentx.gov Contact E-mail	Juan Sauceda Jr **Signature**

HARLINGEN WATERWORKS SYSTEM

Central Perk Subdivision
PLAT SUBMITTAL #2

Feburary 1, 2024

To: Xavier Cervantes, Director
Planning & Zoning Dept.
City of Harlingen

From: David Vasquez, Engineering Technician
Engineering Dept.
Harlingen Waterworks System

Response: **APPROVED**

David Vasquez Digitally signed by David Vasquez DN: C=US E=dvasquez@hwws.com O=Harlingen Waterworks System, OU=Engineering Dept CN=David Vasquez Date: 2024.02.01 11:04:25-06'00'

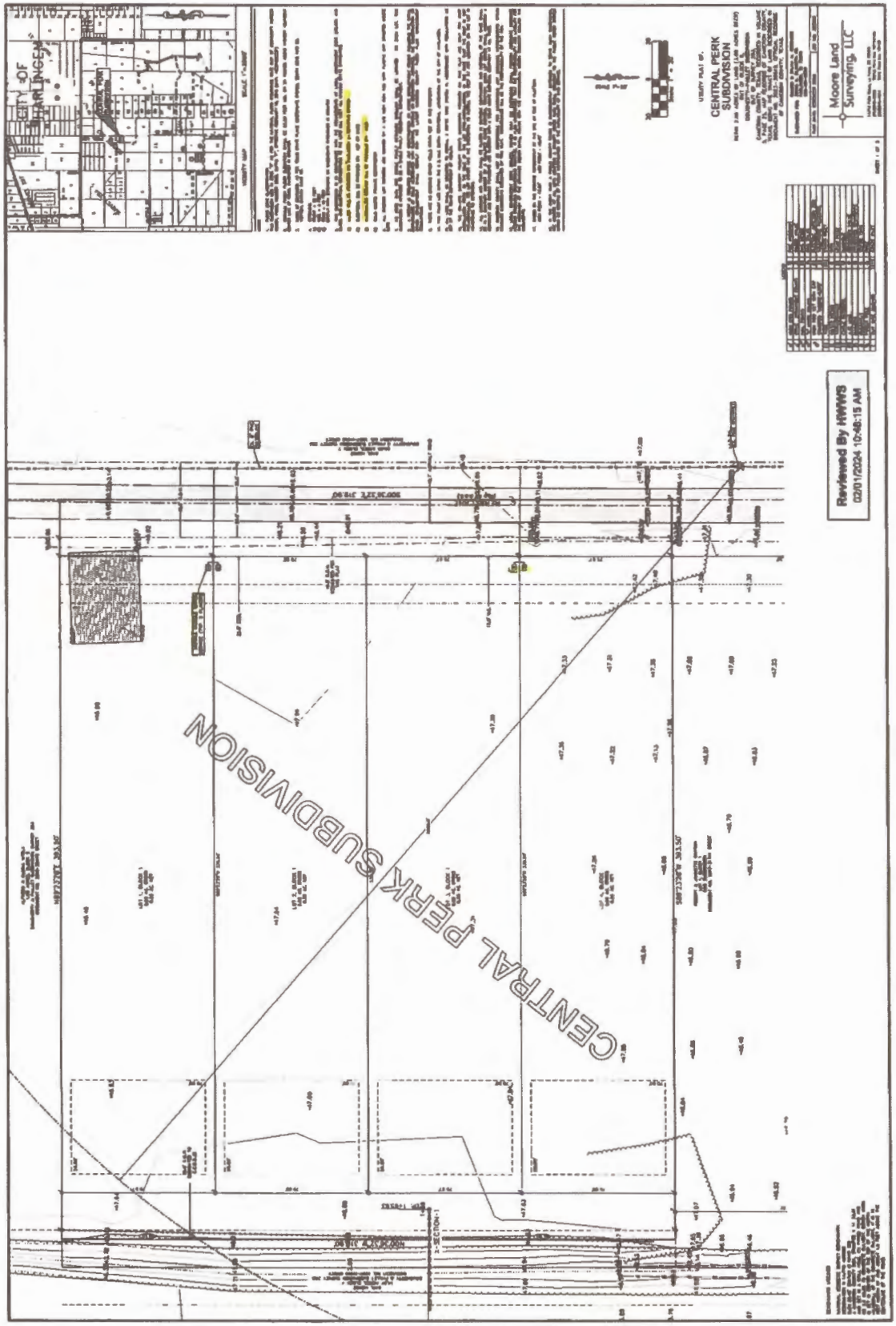
FINAL PLAT COMMENTS: NO COMMENTS

FINAL PLAT COMMENTS: NO COMMENTS

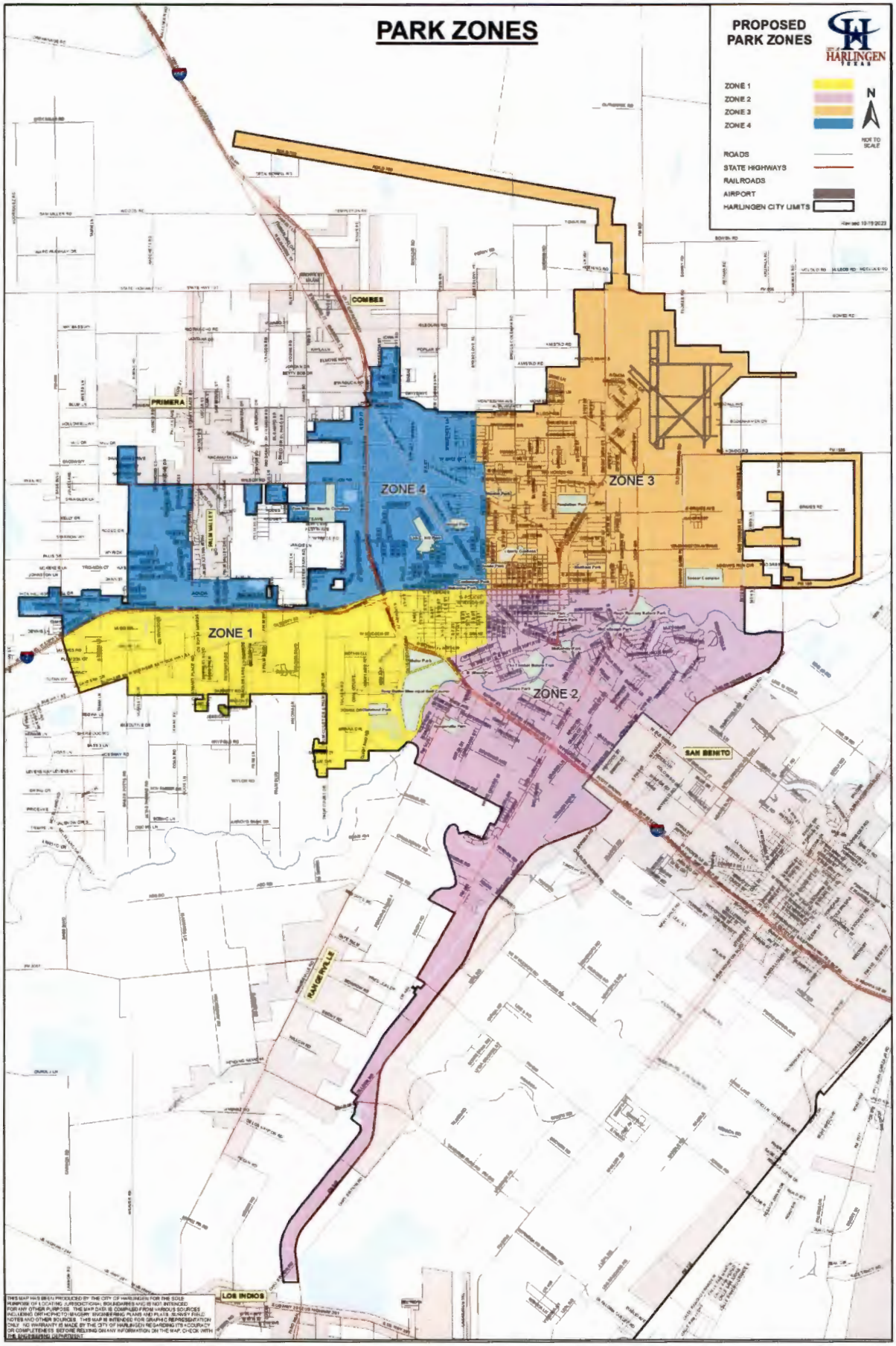
ADDITIONAL COMMENTS:

- 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.
- HWWS 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 System



Attachment IX – Park Zones Map



10(e)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action to approve the preliminary construction plans and final plat and a variance request with regards to the minimum lot depth for Lots 12, 38, 48, 49 and 74 and the minimum lot width for Lots 48, 49, and 74 for the proposed Trinity Heights Phase II Subdivision, located at the northeast corner of Stuart Place and Brennaman Roads, bearing a legal description of 15.99 acres of land compromised of 4.95 acres out of Block 5, 4.82 acres out of Block 7, and 6.22 acres out of Block 9 Stuart Place Resubdivision. Applicant: Moore Land Surveying, LLC c/o Zarate Home Designs, LLC. Attachment ***(Planning & Development)***

Prepared By:	Xavier Cervantes, AICP, CPM
Title:	Planning and Development Director
Signature:	*Xavier Cervantes*

Brief Summary:

Project Timeline

- December 8, 2023 – Preliminary construction plans and final plat application and subdivision application submitted to the City. **(ATTACHMENT I)**
- January 4, 2024 – Letter sent to applicant outlining deficiencies; application deemed incomplete.
- January 9, 2024 – Preliminary construction plans and final plat resubmitted to the City.
- January 24, 2024 – Letter sent to applicant outlining deficiencies; application deemed incomplete.
- January 24, 2024 – Variance application submitted to the City. **(ATTACHMENT II)**
- January 29, 2024 – Preliminary construction plans and final plat deemed complete.
- February 28, 2024 – Consideration of the preliminary construction plans and final plat, and a variance request by the Planning and Zoning Commission.
- March 6, 2024 – Consideration of the preliminary construction plans and final plat, and a variance request by the City Commission.

Summary:

- The developer is requesting approval of the preliminary construction plans and final plat with a variance from the City of Harlingen Code of Ordinances Section 109-124(b) and Section 111-118(1) and Section 111-118(3) with regards to the minimum lot depth of 100 feet for Lots 12, 38, 48, 49, and 74, the minimum lot width of 50 feet for lots 48, 49, and 74.

- Staff has no objections to the variances for Lots 12, 38, 48, 49, and 74.

- The proposed Trinity Heights Phase II Subdivision will consist of 74 lot duplex development. It is located inside City Limits at the northeast corner of Stuart Place Road & Brennaman Road. All the lots will front an interior public street. All the lots except Lots 12, 38, 48, 49, and 74 meet the 100-foot lot depth requirement, and all lots except Lots 48, 49, and 74 meet the minimum 50-foot width requirement.

- Drainage requirements meet the current standard for a 50-year storm. The developer is proposing to widen a Cameron County Drainage District #5 adjoining ditch to comply with the drainage requirements.

- Water and wastewater services will be provided by Harlingen Water Works System.

- Park fees must be paid for the subdivision. Park fees are $450 per dwelling unit. A total of $66,600 will have to be paid in park fees prior to subdivision recording. The fees will go to Park Zone 1 (the southwest zone).

- All items on the preliminary and final plat checklist will be addressed prior to the recording of the final plat.

- In accordance with Section 109-27(c) of the Harlingen Code of Ordinances, no variance shall be recommended unless the Planning and Zoning Commission finds:

- There are special circumstances or conditions affecting the land involved such that a strict application of the provisions of this chapter would deprive the applicant of the reasonable use of his land; and

- The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant; and

- The granting of the variance will not be detrimental to the public health, safety, or welfare, or injurious to other property owners in the area; and

- The granting of the variance will not have the effect of preventing the orderly subdivision of other land in the area in accordance with this chapter.

- In addition, Section 109-27(d), states "Financial hardship to the subdivider, standing alone, shall not be deemed to constitute undue hardship."

- A majority vote of the City Commission shall be required to override a recommendation for/or against the variance from P&Z Commission.

Staff Recommendation:

Staff recommends approval of the preliminary construction plans and final plat with conditions, and a variance request:

1. Compliance with the requirements from the Engineering, HWWS, Fire Department, and Planning Departments please see attached comments (ATTACHMENT IV – VIII).

2. There are special circumstances or conditions affecting the land involved such that a strict application of the provisions of this chapter would deprive the applicant of the reasonable use of his land; and

3. The subject property is irregularly shaped which makes it difficult to accommodate the required depth and width for all the lots; however, they are buildable lots; and

4. The Fire, Planning, and Engineering Departments agree with approval of the variance request.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose? *If no, specify source of funding and amount requested		Yes	No*
Finance Director's approval:		Yes	No	N/A
City Manager's approval:		✓ Yes	No	N/A
City Attorney's approval:		✓ Yes	No	N/A

Attachment I—Subdivision Application

CITY OF HARLINGEN PLANNING AND DEVELOPMENT DEPARTMENT
MASTER APPLICATION

PROPERTY INFORMATON: (*Please* **PRINT** *or* **TYPE**)

Project Address STUART PLACE RD. & BRENNAMAN RD. Nearest Intersection NORTHEAST INTERSECTION OF STUART PLACE RD. & BRENNAMAN RD.

(Proposed) Subdivision Name TRINITY HEIGHTS PHASE II Lot 73 Block 1

Existing Zoning Designation MULTI-FAMILY 2 Future Land Use Plan Designation MULTI-FAMILY 2

OWNER/APPLICANT INFORMATION: (*Please* **PRINT** or **TYPE**)

Applicant/Authorized Agent EMILIANO ROSEL Phone 956-929-1615 FAX

Email Address (for project correspondence only): EROSEL.MLS@GMAIL.COM

Mailing Address 14216 PALIS DR. City LA FERIA State TX Zip 78552

Property Owner XVR INVESTMENTS, LLC Phone 956-627-4348 FAX

Email Address (for project correspondence only):

Mailing Address 405 STOVAL RD. City BROWNSVILLE State TX Zip 78520

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

☐ Annexation Request.....No Fee	■ 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: PROPOSED MULTI-FAMILY DUPLEX DEVELOPMENT

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: 12/12/23

Property Owner(s) Signature: _____ Date: _____

Accepted by: _____ Date: _____

RECEIVED
DEC 12 2023
By _____

Attachment II—Variance Application

SUBDIVISION VARIANCE 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 Subdivision Ordinance.

Complete

- Variance requests must be submitted at the time the preliminary construction plans and final plat are submitted to the City. (Sec. 109-27 of the Harlingen Code of Ordinances)
- A written statement describing the requested variance and an explanation of the special conditions that result in the unnecessary hardship for which the variance is requested.
- Any other information (drawings, pictures, etc.) the applicant would like to submit in support of the subject request.

- I understand that the variance requested will not be scheduled for Planning and Zoning Commission review unless all items on this list are completed.
- I understand that variances related to paving, curb, and gutter, fire hydrant, or certain construction within the regulatory floodplain for subdivisions located within the City limits or in the ETJ will not be considered.
- I understand that, in accordance with Sec. 109-27 of the Harlingen Code of Ordinances, variances cannot be granted unless the Planning and Zoning Commission and/or City Commission finds that:
  - There are special circumstances or conditions affecting the land involved such that the strict application of the provisions of the Subdivision Ordinance would deprive the applicant of the reasonable use of his land; and
  - The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant; and
  - The granting of the variance will not be detrimental to the public health, safety, welfare, or injurious to other property in the area; and
  - The granting of the variance will not have the effect of preventing the orderly subdivision of other land in the area in accordance with the provisions of the Subdivision Ordinance.
- I understand that financial hardship, standing alone, shall not be deemed an undue hardship for which variance approval can be based.
- I have read and understand in its entirety the City of Harlingen's Subdivision Ordinance and understand that the requirements of a variance request are subject to the terms and conditions therein.
- I understand that while all requirements for the submittal of a variance request may be complete, the City Commission is the sole authority for the consideration and approval or denial of the request.
- I understand that a simple majority vote of the City Commission is required to reverse the decision of the Planning and Zoning Commission.

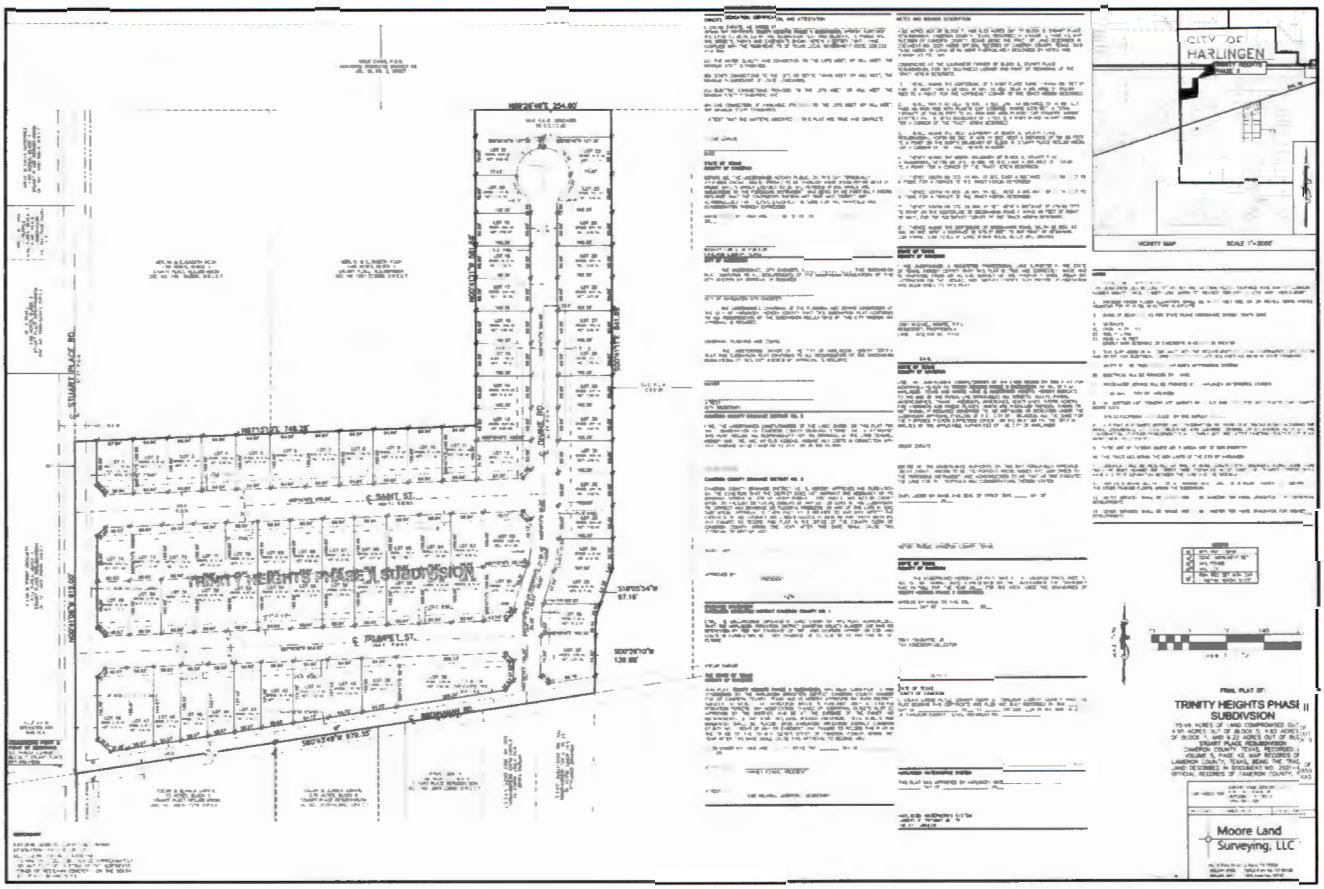
Owner: Oscar Tarde Date 01/24/24

Owner Address: 1992 Date Palm Dr. Mercedes, TX 78570

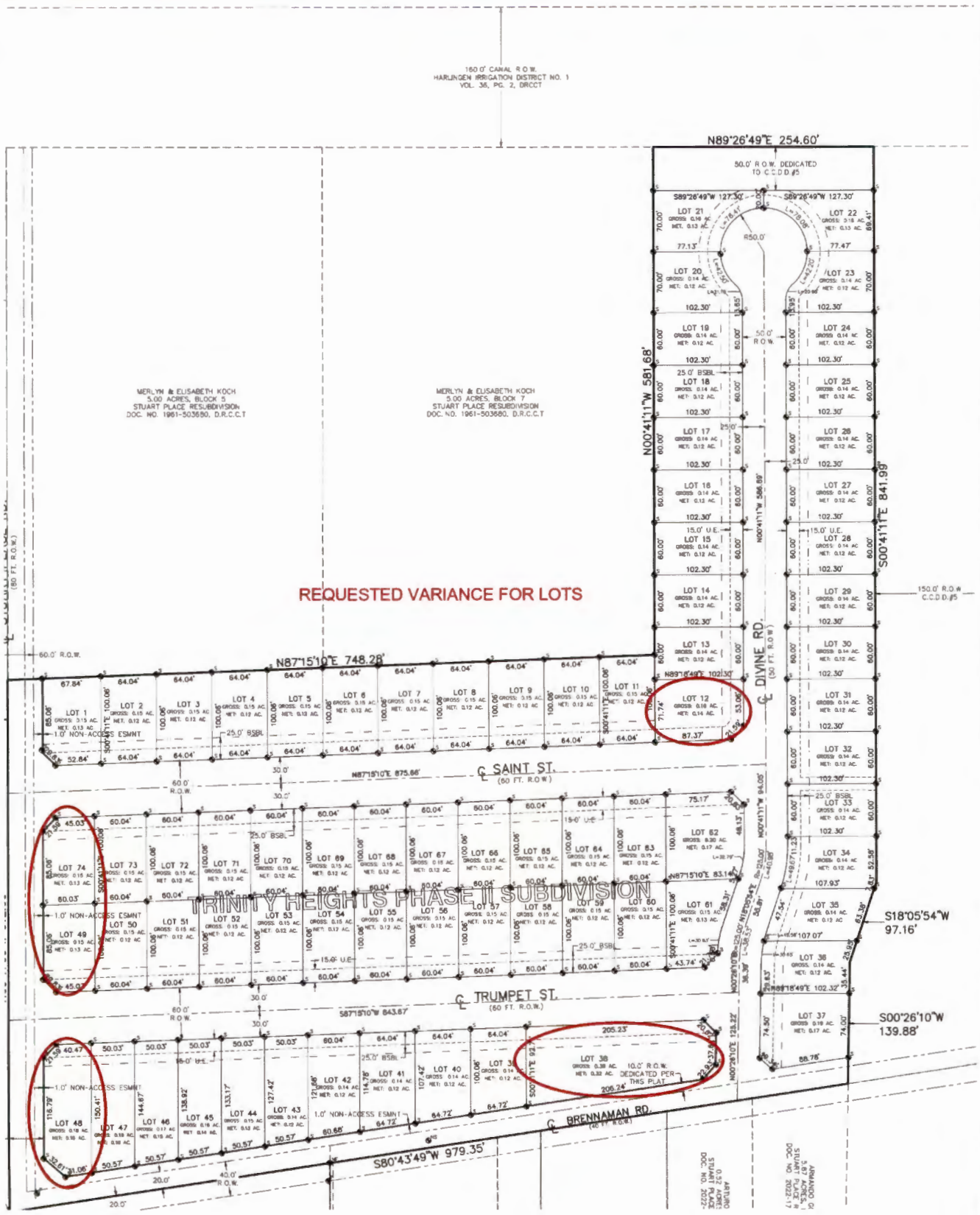
Phone/Fax: 956-561-9587

Signature:

Attachment II —Final Plat



Attachment II — Lots 12, 38, 48, 49, and 74



Attachment III — Aerial View of the Proposed Trinity Heights Phase II

Attachment III — Aerial View

View from Brennaman Road

View from Stuart Place Road

Attachment IV — Variance Request Letter

Moore Land Surveying, LLC

14216 Palis Drive (956)245-0988 TBPLS Firm No. 10194186
La Feria, TX 78552 (956)245-4651 TBPE Firm No. 19190

Mr. Xavier Cervantes
City of Harlingen Planning Director
502 E. Tyler
Harlingen, TX 78550

January 24, 2024

RE: TRINITY HIEGHTS PHASE II – LOT DIMENSIONS VARIANCE

Mr. Cervantes:

In regards to Lots 12, 38, 48, 49, and 74 in Trinity Heights Phase II, we are requesting a variance for the lot dimensions. All the lots in question meet or exceed the minimum required lot area being 6,000 sqft. and the proposed development for those lots will be altered to be able to situate the buildings appropriately.

Should you have any questions feel free to contact myself at 956-929-1615.

Respectfully,

Emiliano Rosel, PE
Moore Land Surveying, LLC

Attachment V – Planning

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

01/23/2024

Emiliano Rosel
Moore Land Surveying
14216 Palis Dr.
La Feria, Texas 78559

Re: Trinity Heights

Dear Mr. Rosel,

City staff reviewed the preliminary plans and final plats of the proposed **"Trinity Heights Subdivision Phase II"** submitted on January 9, 2024. The application is considered incomplete and will not be considered filed. Please submit a PDF and one (1) hard copy of the revisions. Please see the attached comments below and provide a comment response letter. The following items need to be addressed prior to resubmission:

Preliminary and Final:

1. Pursuant to Sec. 109.124 – (b)(3) – Subdivisions, Lot sizes, setback lines, rear yards, and side yards shall be in accordance with the zoning ordinance chapter 111 of the city.
    a. Please review Sec. 111 – 118 of the Code of Ordinances Chapter 111 – Zoning for relevant area regulations for this development.
    b. This is for Lots 12, 38, 48, 49, and 74.
2. Pursuant to section 109-193 of the Code of Ordinances Chapter 109-Subdivisions, park fees will need to be paid for the subdivision. Park fees are $450.00 per dwelling unit.
3. Pursuant to Sec. 109.124 – (c)(12)(c) of the Code of Ordinances Chapter 109 – Subdivisions, the developer shall improve or pay escrows for 10 feet of additional pavement with curb and gutter and a 5 – foot sidewalk along the Brennman Road Boundary.
4. All other applicable fees must be paid prior to recording of the final plat.

Please see attached comments from city staff and provide a comment response letter. Should you have any questions, please reach out to me at either 956-216-5101 or by email at sol@harlingentx.gov.

Thank you,

Soledad A. Núñez
City Planner

Attachment VI – Traffic Signals (Public Works)

Sol Nunez

From:	Arnold Campos
Sent:	Tuesday, January 9, 2024 4:33 PM
To:	Sol Nunez
Cc:	Ruth Trevino-Guajardo; Christopher Torres
Subject:	RE: Trinity Heights Phase II Prelim/Final Plat 2nd Submittal

Good afternoon Ms. Nunez,

After reviewing the Trinity Hights Phase II utility plat, Traffic Signal Maintenance Department/Public Works has no objection and approves the placement of the 5 proposed streetlights. Streetlights shall be of 250W HPS or LED equivalent and may be of wood pole type.

Feel free to call me should you have any questions.

Thank you,

Arnold Campos Jr.
Public Works- Traffic Signal Maintenance Supervisor
City of Harlingen
404 S 54th Street Harlingen, TX 78550
Office (956) 216-5324 Cell (956) 245-6023

-----Original Appointment-----
From: Sol Nunez <soln@harlingentx.gov>
Sent: Tuesday, January 9, 2024 1:27 PM
To: Amanda Claudio; Arnold Campos; Christopher Torres; Claudia Reyes; Daniel Diaz; David Vasquez; Eliud Gonzalez; Esteefania Hernandez; Gabriel Trevino; Isac Ramirez; Joel Olivo; Jose Hinojosa; Jose M. Aceves; Joseph Lunn; Josh Ramirez; Juan Sauceda Jr. - HFD; Luis A. Vargas; Oscar Garcia; Ramiro Robledo; Roxanne Encinia - HFD; Ruth Trevino-Guajardo; Sabina Ramirez; Xavier Cervantes
Subject: Trinity Heights Phase II Prelim/Final Plat 2nd Submittal
When: Tuesday, January 23, 2024 4:30 PM-5:00 PM (UTC-06:00) Central Time (US & Canada).
Where: Planning

Good Afternoon,

Please review the attached plans for the proposed Trinity Heights Phase II. Please provide comments on or before the end of day **Tuesday, January 23rd**. For any questions or more information, you can reach me via email or by phone at 956-216-5267. Thank you.

Sincerely,

Soledad A. Nuñez

Subdivision Plan Review

Subdivision Name:	**Trinity Heights Phase II – 2nd Submittal**
Proposed Use:	**73 Lot Multi-Family Residential Use**
Location:	**Located on the northeast intersection of Stuart Place Road & Brennaman Road**
Developer:	**XVR Investments, LLC**
Engineer:	**Moore Land Surveying, LLC / (956) 245-4651** **d.moorelandsurveying@gmail.com** **Erosel.mls@gmail.com**
Approval:	**____ Yes __X__ 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. In all other subdivisions, this distance must be a 150-foot radius.**
2. **As per Sec. 109-124 (h) (2) a fire hydrant shall be placed at a distance not exceeding 150 feet from any building requiring fire sprinklers and/or standpipes.**

Juan Sauceda Jr. Fire Marshal Departmental Official Signature	**Fire Prevention** Department	**January 10, 2024** Date
(956) 216-5790 Contact Number	jsauceda@harlingentx.gov Contact E-mail	Juan Sauceda Jr **Signature**

CITY OF HARLINGEN TEXAS

Engineering Department | 24200 FM 509, Harlingen, Texas 78550

January 22, 2024

Luis Vargas, PE, CFM
City Engineer

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

RE: REVIEW OF TRINITY HEIGHTS PHASE II PRELIMINARY CONSTRUCTION PLANS & FINAL PLAT – 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

- The CCDD5 ROW on the north of the subdivision seems to overlap the ROW of Stuart Place Road, please revise accordingly.

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) 216-5223 or via email at lvargas@harlingentx.gov.

Sincerely,

HARLINGEN WATERWORKS SYSTEM

TRINITY HEIGHTS PHASE II SUBD. PLAT SUBMITTAL #2

January 23, 2024

To: Xavier Cervantes, Director
Planning & Zoning Dept.
City of Harlingen

From: David Vasquez, Engineering Technician
Engineering Dept.
Harlingen Waterworks System

Response: **APPROVED**

David Vasquez

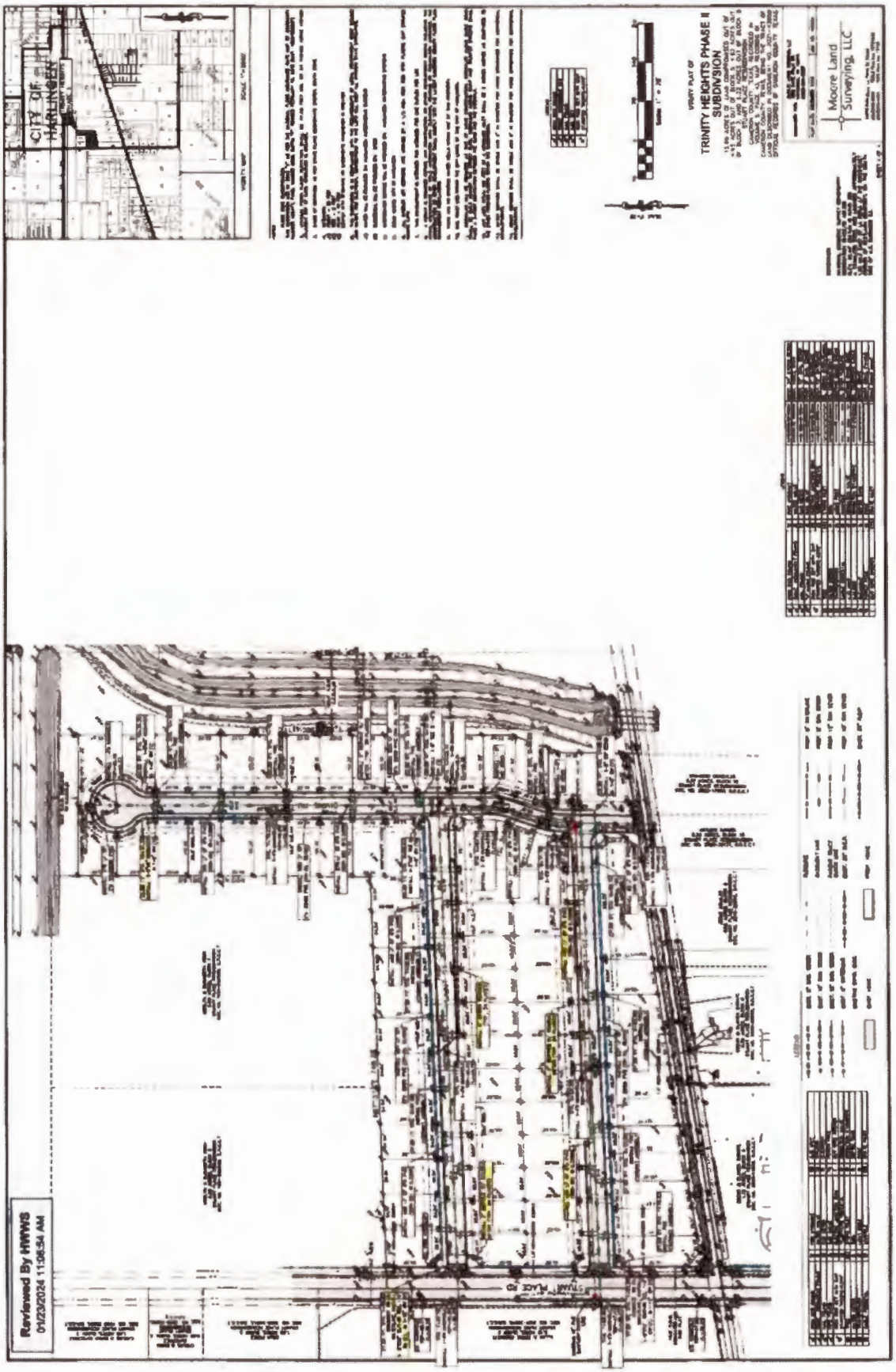
UTILITY PLAN COMMENTS: NO COMMENTS

FINAL PLAT COMMENTS: NO COMMENTS

ADDITIONAL COMMENTS:

- 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.
- HWWS 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 IX – Harlingen Water Works System



Attachment IX – Fire Approval

CITY OF HARLINGEN TEXAS

Subdivision Variance Routing Slip

Applicant: **Moore Land Surveying, LLC c/o Zarate Home Deigns, LLC**

Phone No.: **(956) 245-4651**

Location: **Northeast intersection of Stuart Place Road and Brennaman Road**

Project Description: **Variance request with regards to the minimum lot width for Lots 12, 48, 49, and 74 and the lot depths for Lots 12 and 36 for the proposed Trinity Heights Phase II Subdivision, bearing a legal description of 15.99 acres out of Block 7, and 6.22 acres out of Block 9 Stuart Place Subdivision.**

Department: Fire Prevention Bureau

Approval: _X_ YES ___ NO

Comments: **Applicant will have to meet any codes, regulations, ordinances, and standards required for a construction permit.**

Fire Marshal Juan Sauceda Jr.

Juan Sauceda Jr

Date: January 29, 2024

CITY OF HARLINGEN TEXAS

Engineering Department | 24200 FM 509, Harlingen, Texas 78550

February 7, 2024

Luis Vargas, PE, CFM
City Engineer

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

RE: REVIEW OF LOT DIMENSIONS VARIANCE REQUEST FOR TRINITY HEIGHTS PHASE 2

Dear Mr. Olivo,

Please find conditions 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

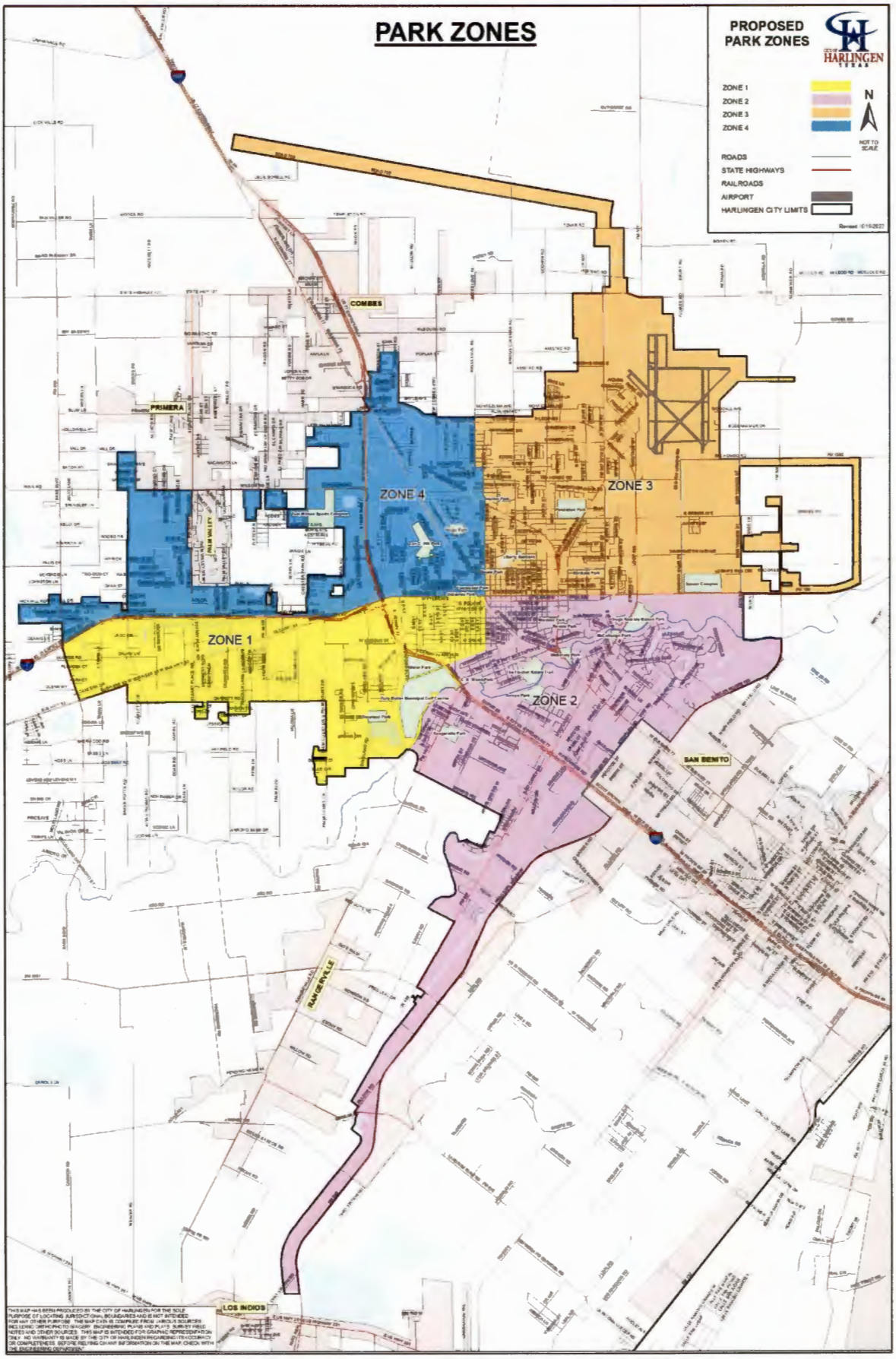
Please note that this review shall be for conformance to subdivision regulations and the responsibility and liability for the adequacy of the design shall remain with the Engineer sealing the documents.

If you have any questions, please feel free to contact me at (956) 216-5223 or via email at lvargas@harlingentx.gov.

Sincerely,

Luis Vargas, PE, CFM

Attachment X – Park Zones Map



AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action to approve the preliminary construction plans and final plat with conditions of the proposed Dawn Subdivision, located at the southeast corner of Primera Road and US 77 Frontage Road, bearing a legal description of 10.13 acres of land out of Block 19, Cunninghams Subdivision. Applicant: Moore Land Surveying, LLC c/o CJE Construction. Attachment ***(Planning & Development)***

Prepared By:	Xavier Cervantes, AICP, CPM
Title:	Planning and Development Director
Signature:	*Xavier Cervantes*

Brief Summary:

Project Timeline

- September 19, 2023– Preliminary construction plans and final plat application and subdivision application submitted to the City.
- October 4, 2023– Letter sent to applicant outlining deficiencies; application deemed incomplete.
- January 31, 2024 – Preliminary construction plans and final plat resubmitted to the City.
- February 16, 2024 – Preliminary construction plans and final plat deemed complete.
- February 28, 2024 – Consideration of the preliminary construction plans and final plat by the Planning and Zoning Commission.
- March 6, 2024 – Consideration of the preliminary construction plans and final plat by the City Commission.

Summary:

- The developer is requesting approval of the preliminary construction plans and final plat with conditions. This is a proposed one lot commercial subdivision, located inside the city limits at the southeast corner of Primera Road and US 77 Frontage Road.

- Drainage requirements meet the current standard for a 50-year storm. The developer is proposing to widen a Cameron County Drainage District #5 adjoining ditch to comply with the city's drainage requirements.

- Water and wastewater will be provided by HWWS.

- 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: 1. Compliance with the requirements from the Engineering, HWWS, Fire Department, and Planning Departments please see attached comments (ATTACHMENT IV – VIII).
Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose? *If no, specify source of funding and amount requested			Yes		No*	
Finance Director's approval:			Yes		No	N/A
City Manager's approval:		✓	Yes		No	N/A
City Attorney's approval:		✓	Yes		No	N/A

Attachment I—Subdivision Application

CITY OF HARLINGEN PLANNING AND DEVELOPMENT DEPARTMENT
MASTER APPLICATION

PROPERTY INFORMATON: (*Please* **PRINT** *or* **TYPE**)

Project Address PRIMERA RD. Nearest Intersection SOUTHEAST INTERSECTION OF PRIMERA RD. & FRONTAGE

(Proposed) Subdivision Name DAWN SUBDIVISION Lot 1 Block 1

Existing Zoning Designation COMMERCIAL Future Land Use Plan Designation COMMERCIAL

OWNER/APPLICANT INFORMATION: (*Please* **PRINT** or **TYPE**)

Applicant/Authorized Agent EMILIANO ROSEL Phone 956-929-1615 FAX

Email Address (for project correspondence only): EROSEL.MLS@GMAIL.COM

Mailing Address 14216 PALIS DR. City LA FERIA State TX Zip 78552

Property Owner CJE CONSTRUCTION Phone 956-627-4348 FAX

Email Address (for project correspondence only):

Mailing Address 4119 CROSSPOINTE City EDINBURG State TX Zip 78539

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
- ☐ License to Encroach.....$250.00
- ■ Preliminary Construction Plans and Final Plat.....$150.00
- ☐ Minor Plat.....$100.00
- ☐ Re-Plat.....$250.00
- ☐ Vacating Plat.....$250.00
- ☐ Development Plat..... $50.00
- ☐ Subdivision Variance Request.....$25.00 (each)
- ☐ Right-of-Way / Utility Easement Abandonment.....No Fee

Please provide a basic description of the proposed project: PRPOSED COMMERCIAL DEVELOPMENT

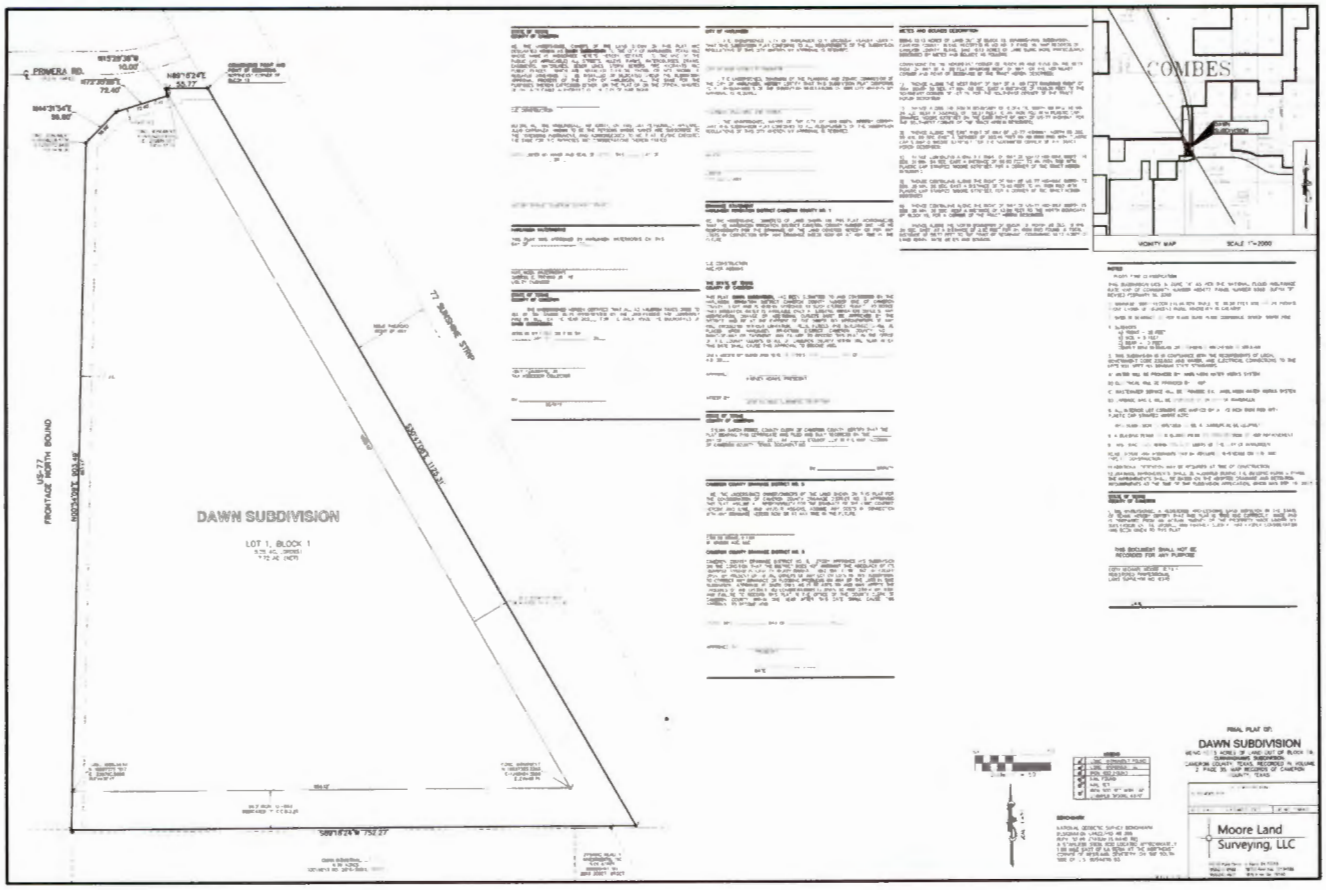
I hereby certify that I am the owner and/or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect the permit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

Applicant's Signature: Date: 6/19/23

Property Owner(s) Signature: Date:

Accepted by: Date:

Attachment II —Final Plat



Attachment III — Aerial View of the Proposed Dawn Subdivision

Attachment III — Street View

View from North US 77 Frontage Road

Attachment III — Street View

View from Primera Road

Attachment III — Street View

View from North 77 Sunshine Strip

CITY OF HARLINGEN TEXAS

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

02/14/2024

Dustin Moore, P.E.
Moore Land Surveying, LLC
14216 Palis Drive
La Feria, Texas 78559

Re: Dawn Subdivision

Dear Mr. Moore,

City staff reviewed the preliminary plans and final plat of the proposed **"Dawn Subdivision"** submitted January 31, 2024. The application is considered complete subject to a list of conditions from the different City Departments. If you agree with the listed conditions, please come into 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. 109-124(c)(11)(a) of the Code of Ordinances Chapter 109 – Subdivisions - major arterial streets shall have a right-of-way of 120 feet, with a minimum pavement width of 80 feet from the back of the curb to the back of the curb.
    a. Please clarify the ROW for Primera Road and 77 Sunshine Strip.
2. All other applicable fees must be paid prior to recording of the final plat.

Thank you,

Soledad A. Núñez

Soledad A. Núñez
City Planner

CITY OF HARLINGEN TEXAS

Engineering Department | 24200 FM 509, Harlingen, Texas 78550

February 12, 2024

Luis Vargas, PE, CFM
City Engineer

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

RE: REVIEW OF DAWN SUBDIVISION PRELIMINARY CONSTRUCTION PLANS & FINAL PLAT – 2ND SUBMITTAL

Dear Mr. Olivo,

Please find conditions 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 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) 216-5223 or via email at lvargas@harlingentx.gov.

Sincerely,

Luis Vargas, PE, CFM

Subdivision Review

Subdivision Name:	**Dawn – 2nd Submittal**
Proposed Use:	**1 Lot Commercial**
Location:	**Southeast corner at the intersection of Primera Road and Frontage Road**
Developer:	**CJE Construction**
Engineer:	**Moore Land Surveying, LLC / (956) 929-1615** **Erosel.mls@gmail.com**

Approval: ____ Yes __X__ 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. In all other subdivisions, this distance must be a 150-foot radius.**
2. **As per Sec. 109-124 (h) (2) a fire hydrant shall be placed at a distance not exceeding 150 feet from any building requiring fire sprinklers and/or standpipes.**

Juan Sauceda Jr. Fire Marshal Departmental Official Signature	**Fire Prevention** Department	**January 31, 2024** Date
(956) 216-5790 Contact Number	jsauceda@harlingentx.gov Contact E-mail	Juan Sauceda Jr Signature

HARLINGEN WATERWORKS SYSTEM

DAWN SUBDIVISION PLAT SUBMITTAL #2

Feburary 16, 2024

To: Xavier Cervantes, Director
Planning & Zoning Dept.
City of Harlingen

From: David Vasquez, Engineering Technician
Engineering Dept.
Harlingen Waterworks System

Response: **APPROVED**

David Vasquez Digitally signed by David Vasquez DN: C=US, E=dvasquez@hwws.com, O=Harlingen Waterworks System, OU=Engineering Dept., CN=David Vasquez Date: 2024.02.16 15:36:21-06'00'

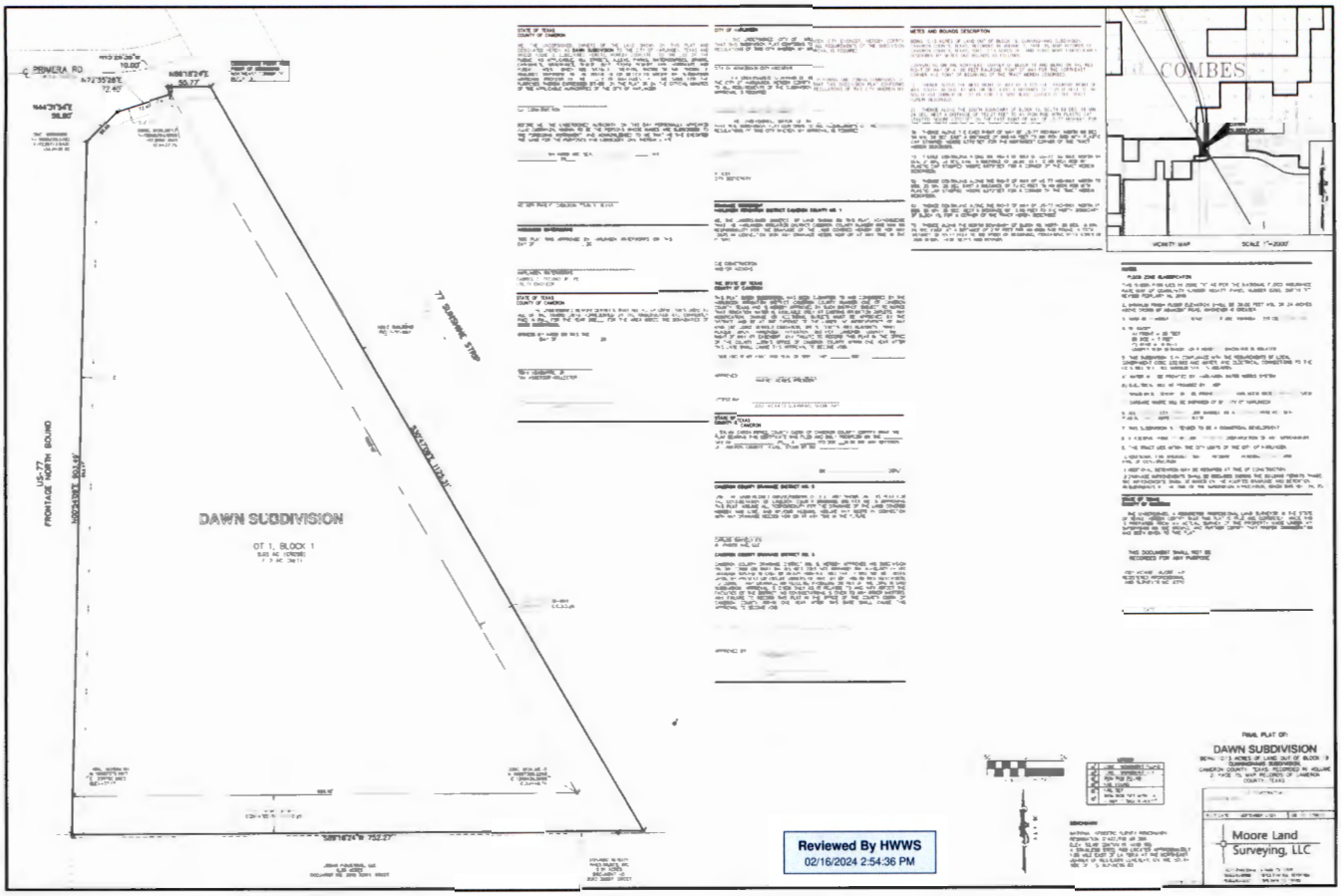
UTILITY PLAN COMMENTS: NO COMMENTS

FINAL PLAT COMMENTS: NO COMMENTS

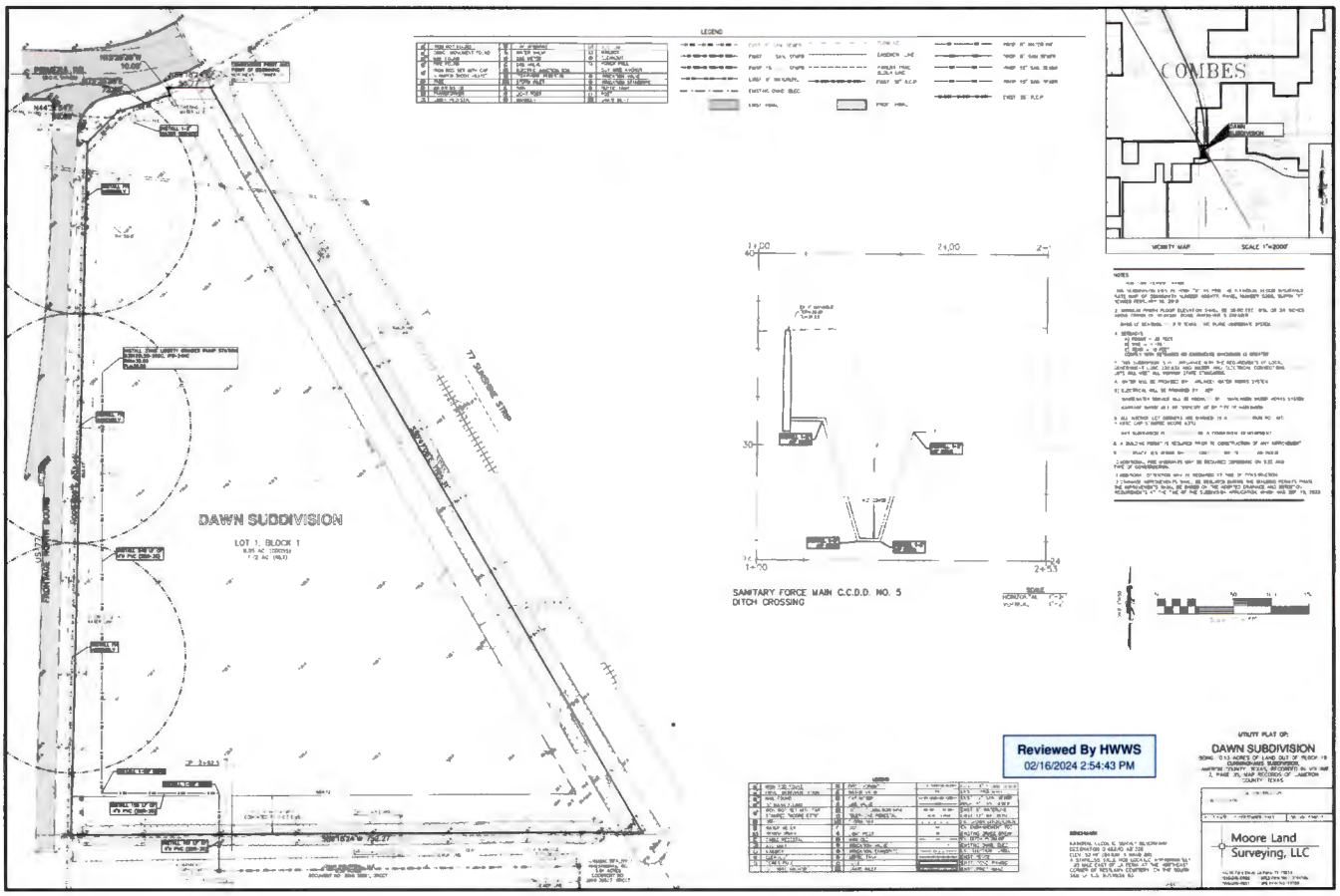
ADDITIONAL COMMENTS:

- 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.
- HWWS 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 VII – Harlingen Water Works System



Attachment VII – Harlingen Water Works System



Sol Nunez

From: Arnold Campos
Sent: Tuesday, October 3, 2023 3:52 PM
To: Sol Nunez
Subject: Dawn Commercial Subdivision

Good afternoon Sol,

The Dawn commercial subdivision will not require any additional street lighting at this time. This area currently has existing and operating street lights in place.

Feel free to call should you have any questions.

Thank you,

Arnold Campos Jr.
Public Works - Traffic Signal Maintenance Supervisor
404 S. 54th Street Harlingen, TX 78550
Work: (956) 216 – 5324
Cell: (956) 245 – 6023
acampos@harlingentx.gov

10(g)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action on the Water and Wastewater Study submitted by Willdan.

Prepared By (Print Name): Gabriel Gonzalez
Title: City Manager
Signature: Gabriel Gonzalez

Brief Summary:

Tim Skoglund, HWWS General Manager will be on hand to address the recommendations submitted by Willdan. Once I receive any additional information from Tim, I will forward to the City Commission.

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:

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

Comments:

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

Water & Wastewater Rate Study

City Commission Presentation

February 29, 2024

HARLINGEN WATERWORKS SYSTEM

WILLDAN

INTRODUCTION

HWWS Water and Wastewater Rate Study – Project Status

- Based on feedback from February 26th meeting, project team has updated 5-year rate plan scenarios for review

- **Key rate plan variables**:
  - Amount of CIP to be funded in FY2024-2028 represents "On-Time" scenario
  - Rate design represents "Inverted Block with Higher Monthly Charges" scenario
  - Fund balance drawdown to minimize rate adjustments
  - Days of operating expenses and debt coverage meets financial advisor guidelines

Higher Monthly Charges -- Background

- HWWS fixed monthly charges significantly below other RGV cities
- Rate plan increases monthly charge to 50% of average residential bill
- Advantages: more guaranteed revenue; less dependent on weather
- Challenges: higher percentage adjustment on low-volume customers

Entity	Fixed Fee Fraction of 5,000-gallon bill
McAllen	60%
BPUB	44%
North Alamo WSC	67%
Weslaco	52%
East Rio Hondo WSC	75%
Mercedes	77%
San Benito	87%
Mission	56%
Pharr	71%
San Juan	59%
Military Highway WSC	82%
Edinburg	67%
La Feria	74%
Raymondville	67%
Olmito WSC	78%
Other Entity Average	**67%**
HWWS	**34%**

ACCOUNTS AND COST OF SERVICE

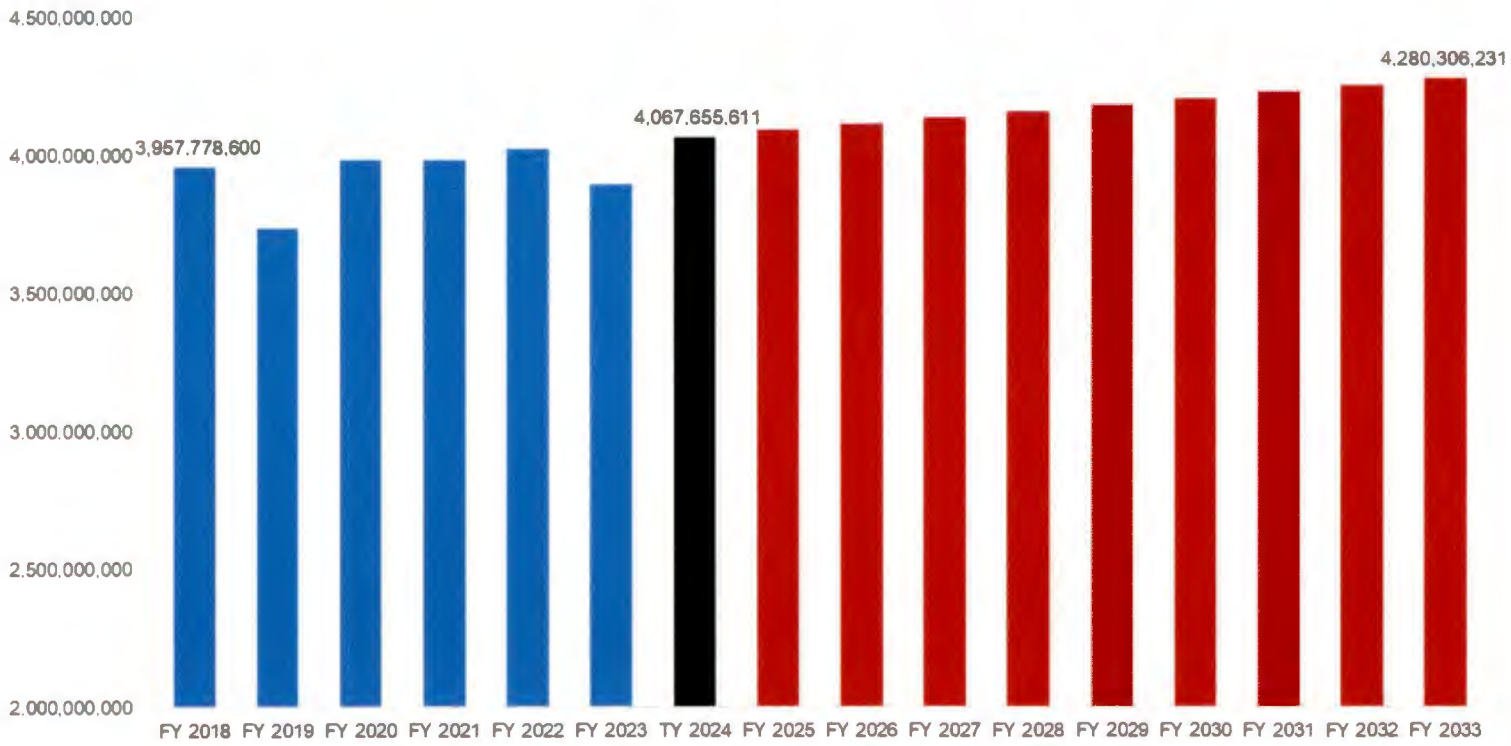
Water and Wastewater Accounts | Test Year 2024

Water Accounts	Inside	Outside
Residential	20,860	3,207
Commercial & Industrial	2,408	106
Multi Housing Apts/Condos	752	69
Public Services/Institutional	635	8
Town of Combes	1	1
City of Primera		1
City of Palm Valley		1
East Rio Hondo		1
Military Hwy WSC		1
	24,656	3,395
	TOTAL	28,051

Wastewater Accounts	Inside	Outside
Residential	17,933	1,194
Commercial & Industrial Inside	1,882	22
Multi Housing Apts/Condos Inside	670	54
Public Services/Institutional Inside	393	7
Town of Combes		1
City of Primera		1
	20,878	1,279
	TOTAL	22,157

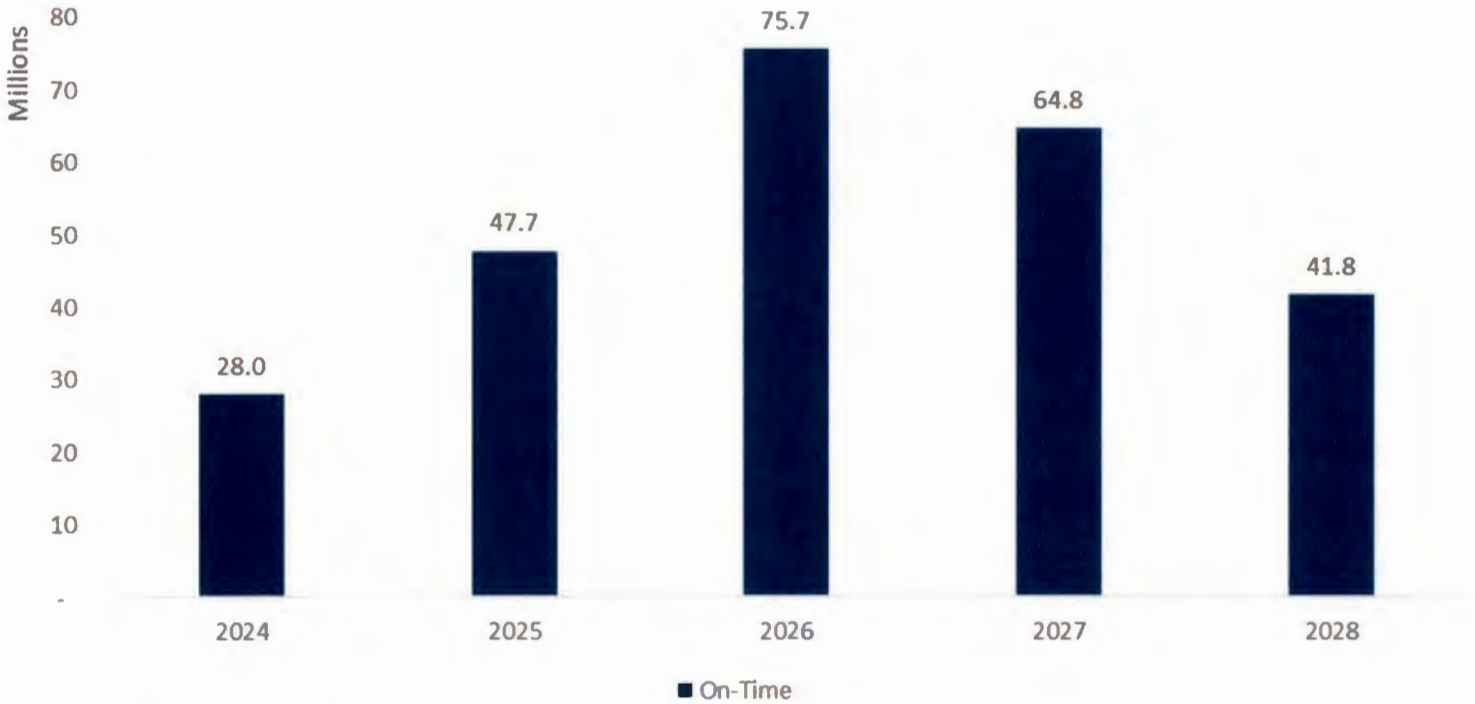
10-year forecast is to show annual growth rate in both water and wastewater accounts of 1-1.5% (300-400 new accounts per year)

Historical and Forecast Water Consumption



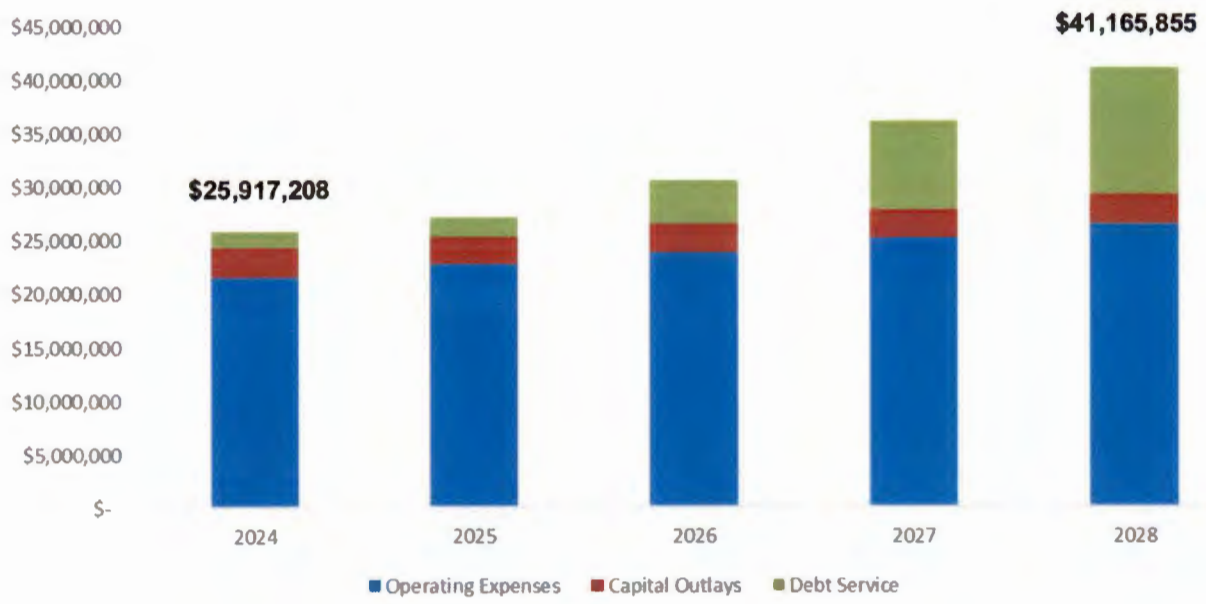
Water consumption is forecast to increase at rate of 0.57% annually

Adopted CIP Scenario for FY2024 – 2028



Total CIP 2024-2028 = $258,048,000
Total CIP 2024-2033 = $314,295,000

Forecast Cost of Service



CIP = $258.0 million

New Debt = $210.6 million

Fund Drawdown = $10.0 million

Bond Term = 30 Years
Interest = 4.0%

EDAP Term = 20 Years
Interest = 4.0%

Most operating costs increase 3-5% per year

PROPOSED RATE PLAN

Scenario – "On Time" – Inverted Block Rate Plan with Higher Base Charge

		Current	Proposed Rate Plan: Effective Mar-24	Proposed Rate Plan: Effective Jan-25	Forecast Rates: Effective Jan-26	Forecast Rates: Effective Jan-27	Forecast Rates: Forecast Jan-28
Water Rates – Residential & Commercial Inside							
Monthly Minimum Charge							
	5/8"	$ 7.93	$ 9.91	$ 12.39	$ 15.49	$ 19.36	$ 23.23
	1"	10.07	13.16	17.16	22.34	29.04	34.85
	1 1/2"	14.56	19.85	26.86	36.15	48.40	58.08
	2"	33.02	43.35	56.77	74.20	96.80	116.16
	3"	49.17	65.92	87.98	116.94	154.88	185.86
	4"	112.87	192.55	305.02	461.68	677.61	813.13
	6"	231.80	378.39	583.79	868.24	1,258.42	1,510.11
	8"	426.15	746.45	1,200.27	1,834.35	2,710.45	3,252.54
Residential Volume Rate Per 1,000 Gal							
-	3,000	1.65	1.25	1.25	1.25	1.25	1.25
3,001	10,000	0.06	1.75	1.93	2.12	2.33	2.54
10,001	20,000	-	2.50	2.75	3.03	3.33	3.63
20,001	Above	-	3.00	3.30	3.63	3.99	4.35
Commercial Volume Rate Per 1,000 Gal *							
	Volume Charge	1.65	1.83	2.01	2.22	2.44	2.66
	Fuel Cost Adjustment	0.06	-	-	-	-	-
Wastewater Rates - Residential & Comm Inside							
Monthly Minimum Charge							
	5/8"	6.18	7.73	9.66	12.07	15.09	18.86
	1"	9.44	11.80	14.75	18.44	23.05	28.81
	1 1/2"	21.41	26.76	33.45	41.82	52.27	65.34
	2"	25.77	32.21	40.27	50.33	62.92	78.64
	3"	52.97	66.21	82.77	103.46	129.32	161.65
	4"	134.60	168.25	210.31	262.89	328.61	410.77
	6"	276.06	345.10	431.38	539.22	874.02	842.53
	8"	439.33	549.16	686.45	858.07	1,072.58	1,340.73
Volume Rate Per 1,000 Gal							
	Volume Charge	3.66	4.06	4.47	4.92	5.41	5.89
	Fuel Cost Adjustment	0.11	-	-	-	-	-

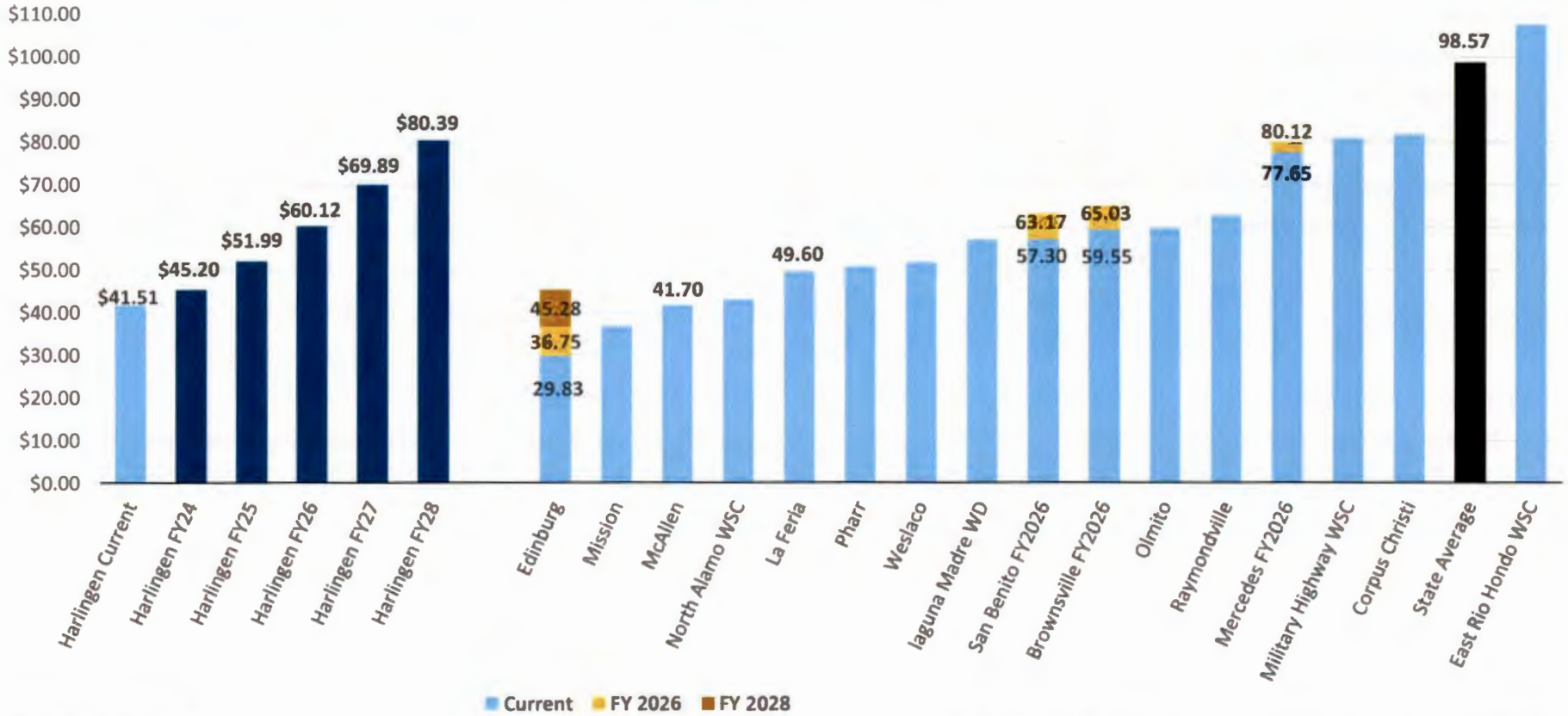
NOTE: Outside city rates set at 50.0% premium

* Includes Multi Family Connections

Impact on Monthly Customer Charges

			Proposed Rate Plan		Forecast Rates		
		Current	Effective Mar-24	Effective Jan-25	Effective Jan-26	Effective Jan-27	Forecast Jan-28
Residential Monthly Charge							
3,000 Gal W	Total	$ 30.55	$ 33.58	$ 39.20	$ 46.06	$ 54.42	$ 63.52
3,000 Gal WW	Increase -- $		**3.03**	**5.63**	**6.85**	**8.36**	**9.10**
10,000 Gal W	Total	50.06	53.95	61.62	70.71	81.54	93.08
5,000 Gal WW	Increase -- $		**3.89**	**7.67**	**9.09**	**10.83**	**11.54**
20,000 Gal W	Total	67.16	78.95	89.12	100.96	114.81	129.35
5,000 Gal WW	Increase -- $		**11.79**	**10.17**	**11.84**	**13.85**	**14.54**
Commercial Monthly Charge							
20,000 Gal W	Total	$ 168.39	$ 193.44	$ 226.71	$ 267.17	$ 316.62	$ 365.83
20,000 Gal WW	Increase -- $		**25.05**	**33.27**	**40.46**	**49.44**	**49.21**
40,000 Gal W	Total	277.99	311.32	356.38	409.81	473.52	536.85
40,000 Gal WW	Increase -- $		**33.33**	**45.06**	**53.43**	**63.71**	**63.33**

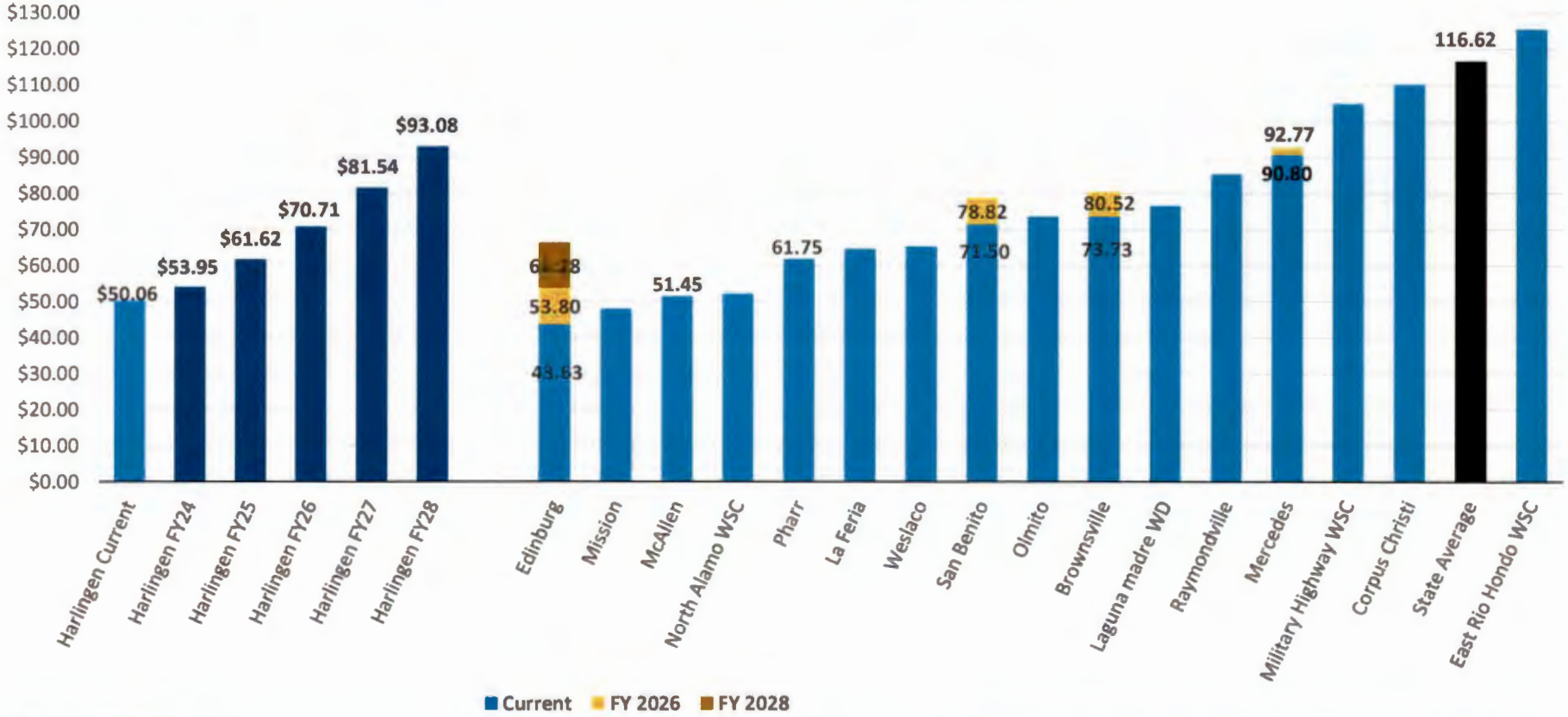
Current and 5-Year Forecast Monthly Residential Charges
5,000 Gal Water and Wastewater | 5/8" Meter Size



*Rates as of February 2024

NOTE: Edinburg, San Benito, Brownsville and Mercedes have multi year rate plans; Chart shows current and projected 2026/2028 rates

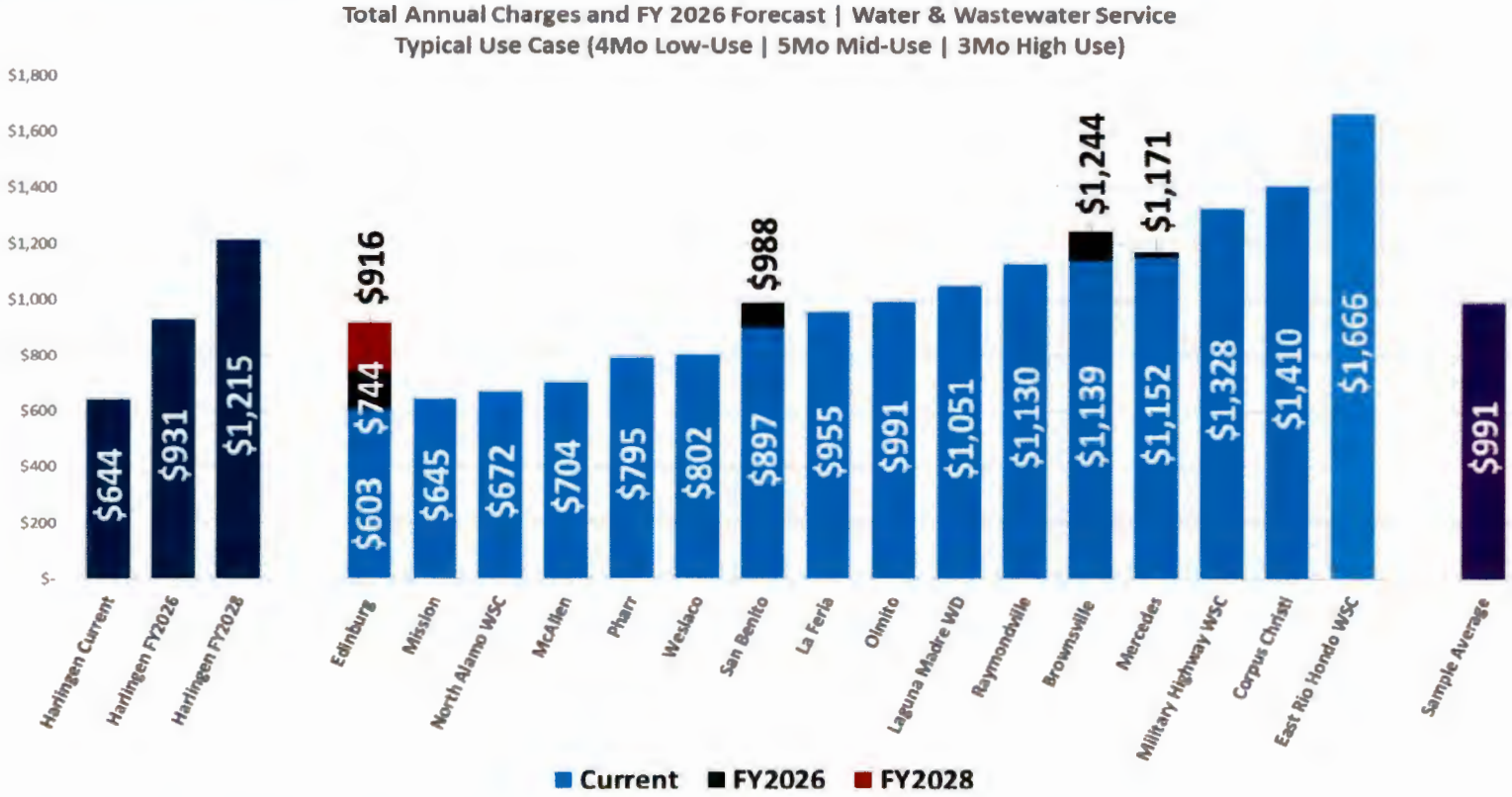
Current and 5-Year Forecast Monthly Residential Charges
10,000 Gal Water and 5,000 Gal Wastewater | 5/8" Meter Size



*Rates as of February 2024

NOTE: Edinburg, San Benito, Brownsville and Mercedes have multi year rate plans; Chart shows current and projected 2026/2028 rates

Typical Residential Use Case | Total Annual Charges



*Based on February 2024 rates

NOTE: Edinburg, San Benito, Brownsville and Mercedes have multi year rate plans; Chart shows current and projected 2026/2028 charges

Wholesale Rates

- Wholesale customers currently paying below cost rate
- Adjustment to cost-of-service rate would cause "rate shock"
- Recommend phasing in cost-of-service rate over a 5-year period
- Many wholesale contract have will expire shortly – now is a good time to renegotiate new wholesale rates

		Proposed Rate Plan		Forecast Rates		
	Current	Effective Mar-24	Effective Jan-25	Effective Jan-26	Effective Jan-27	Forecast Jan-28
Water Rates						
Monthly Minimum Charge	$ -	$ -	$ -	-	-	-
Volume Rate Per 1,000 Gal						
Volume Charge	1.65	1.83	2.01	2.22	2.44	2.66
Fuel Cost Adjustment	0.06	-	-	-	-	-
Cost of Service rate per 1,000 Gal		3.41	3.67	3.96	4.24	4.73
Residential Effective Rate -- 5,000 Gal	3.30	3.43	4.00	4.69	5.55	6.41
Wastewater Rates						
Monthly Minimum Charge	861.00	1,076.25	1,345.31	1,681.64	2,102.05	2,627.56
Volume Rate Per 1,000 Gal						
Volume Charge	1.37	1.52	1.67	1.84	2.02	2.21
Fuel Cost Adjustment	0.11	-	-	-	-	-
Cost of Service Rate per 1,000 Gal		2.34	2.43	3.00	3.11	3.81
Residential Effective Rate --5,000 Gal	5.01	5.61	6.40	7.33	8.42	9.67

"Lifeline" Rate

- Approximately 1,000 HWWS residential customers receive benefits from Harlingen Housing Authority
- HWWS could offer percentage rate discount as a "lifeline rate" to these customers
- City attorney must verify legality of implementing lifeline rate plan
- **Advantages:** provides tangible benefit to low-income residents
- **Challenges:** customers must be identified; potential for fraudulent claims

Impact of Lifeline Rate – Water			
		Adjustment to Other Rates	
Lifeline Discount	Lost Revenue	One-Time % Adjustment*	Monthly Impact 5,000 Gallons
10.0%	$ 50,000	0.0%	$ -
30.0%	$ 150,000	1.5%	$ 0.25
50.0%	$ 250,000	3.0%	$ 0.50
		* Volume rate only	

Rate Plan Scenario Metrics

	2024	2025	2026	2027	2028
Water & Sewer Fund Balance Drawdown	(3,102,923)	(3,005,800)	(2,016,533)	(1,900,833)	33,367
Water & Sewer Ending Fund Balance	18,908,754	17,354,784	17,367,663	16,900,542	18,818,734
Debt Coverage Ratio	1.45	3.17	2.14	1.50	1.40
Days of Fund Balance	266	233	207	170	167
Use of Impact Fees to Fund CIP	1,100,000	2,800,000	2,800,000	2,800,000	2,800,000

SUMMARY

Presentation Summary Benefits of Rate Plan

- Will enable the utility to remain financially sound
- Will preserve AA Bond rating
- Will enable $260 million in capital funding to improve the quality and reliability of service
- Will ensure that rates pay all costs of providing service with no subsidies
- Will result in rates that remain competitive compared to other RGV utilities

WILLDAN

QUESTIONS & DISCUSSION

10(h)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 06, 2024**

Agenda Item:

Consideration and possible action to amend the budget for the Harlingen Health Department and add two (2) new positions for the Animal Shelter to assist with daily functions and rehome animals.

Prepared By (Print Name): Shannon Harvill
Title: Environmental Health Director
Signature:

Brief Summary:

The City of Harlingen Health Department is requesting to amend the budget and add the following positions for the Harlingen Animal Shelter. The shelter needs 2 more positions to be able to function daily and have the animals cared for and rehomed as soon as possible. The number of positions and annual salary with benefits are as follow:

1- Animal Adoption Coordinator - $40,771.70 annual salary with benefits.
1- Animal Care Technician Full Time - $36,981.13 annual salary with benefits per position.

Grant Total: $77,752.83

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:

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

Comments:

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

CITY OF HARLINGEN
BUDGET AMENDMENT REQUEST FORM

INSTRUCTIONS: Complete all items. Submit original signed form to the Finance Department.

This form should ONLY be used to amend original budget. Do not use this form for budget adjustments.

Fiscal Year 2024 **Department** Health Department

Revenues

Account Number	Account Description	Current Budget	Adjustment Amount (+) or (-)	Revised Budget
				0
				0
				0
				0
				0
				0
				0
				0
	Total	**$ 0**	**$ 0**	**$ 0**

Expenditures

Account Number	Account Description	Current Budget	Adjustment Amount (+) or (-)	Revised Budget
001-7217-729-10-01	Personnel Svcs-Pay/Salaries-Full Time	217,196	48,596	265,792
001-7217-729-11-01	Personnel Svcs-Benefits/City-FICA	16,368	3,013	19,381
001-7217-729-11-02	Personnel Svcs-Benefits/City Medicare	3,828	705	4,533
001-7217-729-11-11	Personnel Svcs-Benefits/City TMRS	23,338	4,296	27,634
001-7217-729-11-21	Personnel Svcs-Benefits/City Health Ins.	57,593	20,972	78,565
001-7217-729-11-32	Personnel Svcs-Benefits/Life Ins.	312	78	390
001-7217-729-11-31	Personnel Svcs-Benefits/Worker's Comp.	502	93	595
				0
	Total	**$ 319,137**	**$ 77,753**	**$ 396,890**

Rollover Purchase Order Numbers

Detailed Justification/Reason for Adjustment

Adding 2 more positions to the Animal Shelter to assist with daily functions and re home of animals.

I request approval for this budget amendment and certify that the information provided on this form is true and correct.

Requested: Department Director's Signature 2/26/24 **Date Requested**

ADMINISTRATION / FINANCE USE ONLY

Approved: Budget Manager's Signature Date Approved

Approved: Finance Director's Signature Date Approved

Approved: City Manager's Signature Date Approved

Document No. _____ Count 7 Entered By _____ Date Entered _____

POSITION DESCRIPTION

Job Title:	Animal Adoption Coordinator	Reports to: Animal Shelter Supervisor
Department:	Environmental Health	Pay Grade: 103
Division:	Animal Shelter	FLSA Status: Non-Exempt
Job Family:	Health-Protective Service	

DISTINGUISHING FEATURES OF THE CLASS

The Animal Adoption Coordinator is responsible for overseeing all adoption and rescue-related functions at the animal shelter. Primary duties include oversight of adoption and rescue processes on all platforms - email, phone and in person, oversight assistance with all guest services, assistance in daily animal care operations, communication assistance with supporting veterinarians, record keeping, assistance with animal intake and assistance with volunteer communication and oversight. Difficult problems are referred to a supervisor. Courtesy, tact and firmness are required in dealing with the general public in a variety of situations, some of which may be stressful. General supervision is received from a Shelter Supervisor, who evaluates performance based on observation and discussions concerning the effectiveness of carrying out instructions.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited, to the following:

- Assist the public in making appropriate matches with animals in care, explaining policies and regulations to possible adoptors.
- Use strong customer service skills to approve or deny applications in a positive, firm and not-threatening manner.
- Conduct adoption and behavioral consultations as needed.
- Review all pertinent information on the adoption application with the potential adopter, ensuring adoptor is aware of all local and state laws pertaining to the adoption+.
- Review all adoption applications.
- Work with supervisors on assisting adopters with any issues that may arise post adoption.
- Keep the City of Harlingen social media up to date with current animals for adoption.
- Work with volunteers and staff on promotion of the animals. Adoption specials and special needs of the animals.
- Create adoption promotion signage and social media campaigns.
- Develop a working knowledge of all animals available for adoption through hands on interaction, review of related paperwork, and database information.
- Work with rescue organizations to place animals as needed.
- Inspects animals on a routine basis, gives shots, baths, and dips and cares for animals to include daily walking.
- Assists with the euthanasia of animals as necessary.
- Observes all safety regulations and communicates potential risks.
- Demonstrates continuous effort to improve operations and to provide quality seamless customer service.

SUPERVISION RECEIVED & EXERCISED

- General supervision is received from the Animal Shelter Supervisor.
- This position has no supervisory responsibility.

QUALIFICATION GUIDELINES

Knowledge of:

- General principles of animal care and disease treatment and prevention.
- Basic mathematical principals.
- English usage, spelling, grammar and punctuation.
- Modern office practices, methods, and computer equipment.
- Principals and procedures of record keeping and reporting.
- Safe driving principles and practices.

Ability to:

- Operate modern office equipment including computer equipment and software.
- Operate a motor vehicle safely.
- Communicate clearly and concisely in Spanish and English, both orally and in writing.
- Understand follow oral and written instructions.
- Work cooperatively with other City employees and the general public.
- Respond to requests and inquiries from the general public.

Additional requirements:

- This position requires the use of City vehicles. Individuals must be physically capable of operating the vehicles safely and possess a valid driver's license.
- Some positions will require the performance of other essential and marginal functions depending upon assignment.

Education & Experience:

- High school diploma or General Equivalency Degree (GED); or six months related experience and/or training; or equivalent combination of education and experience.

Licenses, Certificates & Registrations:

- Euthanasia Certification preferred
- Valid Texas Driver's License

PHYSICAL REQUIREMENTS

The employee is frequently required to use hands to handle and feel; reach with hands and arms. Regular exposure to animals, cleaning chemicals, fumes, dust, animal feces, bites, scratches. The employee is occasionally required to climb, balance; stoop; kneel and crouch; and lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception and ability to adjust focus.

WORKING CONDITIONS

The employee is exposed to blood borne pathogens, and some disagreeable elements. The noise level in the work environment is usually loud.

POSITION DESCRIPTION

Job Title:	Animal Care Technician	Reports to: Animal Shelter Supervisor
Department:	Environmental Health	Pay Grade: 101
Division:	Animal Shelter	FLSA Status: Non-Exempt
Job Family:	Health-Protective Service	

DISTINGUISHING FEATURES OF THE CLASS

Performs entry level duties in the observation, care, treatment, and euthanasia of dogs, cats, and other wild and domestic animals; relating to control of animals, disease control, public safety, and education; and to keep detailed records of all animal shelter functions. Difficult problems are referred to a supervisor. Courtesy, tact and firmness are required in dealing with the general public in a variety of situations, some of which may be stressful. General supervision is received from a Shelter Supervisor, who evaluates performance based on observation and discussions concerning the effectiveness of carrying out instructions.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited, to the following:

- Includes knowledge of basic, routine, or repetitive tasks or operations, such as the ability to operate or use simple tools and equipment.
- Inspects kennel areas checking each animal individually for any abnormal activity such as vomiting, diarrhea, or blood in kennels. Reports all abnormal activity to supervisors, or veterinarian and make appropriate notes so animal can be examined.
- Requires handling or using catchpoles, syringes for injections, DEA regulated drugs administering medications and using machinery as needed.
- Cleans and disinfects cages, kennels, cat litter boxes, food bowls, and outdoor years as needed, including changing soiled bedding.
- Operates washer and dryer to clean kennel bedding.
- Performs routine work of sheltering and caring for impounded animals and completes all necessary paperwork.
- Responsible for general cleaning of building and premises
- Feed and waters animals daily
- Inspects animals on a routine basis, gives shots, baths, and dips and cares for animals to include daily walking.
- Assists with the euthanasia of animals as necessary.
- Observes all safety regulations and communicates potential risks.
- Demonstrates continuous effort to improve operations and to provide quality seamless customer service.

SUPERVISION RECEIVED & EXERCISED

- General supervision is received from the Animal Shelter Supervisor.
- This position has no supervisory responsibility.

QUALIFICATION GUIDELINES

Knowledge of:

- General principals of animal care and disease treatment and prevention.
- Basic mathematical principals.
- English usage, spelling, grammar and punctuation.
- Modern office practices, methods, and computer equipment.
- Principals and procedures of record keeping and reporting.
- Safe driving principals and practices.

Ability to:

- Operate a variety of animal control equipment and tools in a safe and effective manner.
- Operate modern office equipment including computer equipment and software.
- Operate a motor vehicle safely.
- Communicate clearly and concisely in Spanish and English, both orally and in writing.
- Understand follow oral and written instructions.
- Work cooperatively with other City employees and the general public.
- Respond to requests and inquires from the general public.

Additional requirements:

- This position requires the use of City vehicles. Individuals must be physically capable of operating the vehicles safely and possess a valid driver's license.
- Some positions will require the performance of other essential and marginal functions depending upon assignment.

Education & Experience:

- High school diploma or General Equivalency Degree (GED); or six months related experience and/or training; or equivalent combination of education and experience.

Licenses, Certificates & Registrations:

- Animal Control Certification preferred
- Euthanasia Certification required; or must be able to obtain within the first year of employment
- Valid Texas Driver's License

PHYSICAL REQUIREMENTS

The employee is frequently required to use hands to handle and feel; reach with hands and arms. The employee is occasionally required to climb; balance; stoop; kneel and crouch; and lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception and ability to adjust focus.

WORKING CONDITIONS

The employee is exposed to outdoor weather conditions, blood borne pathogens, moving vehicle traffic and disagreeable elements. The noise level in the work environment is usually loud.

10(i)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:
Consideration and possible action to approve an ordinance on first reading amending Chapter 38 (Solid Waste), Master Fee Schedule of the Harlingen Code of Ordinances, establishing fees for Commercial trash containers, provided by the City of Harlingen as they relate to Chapter 38-69.
Prepared By: Christopher D. Torres, Director
Brief Summary:
Ordinance Chapter 38-69 references fees for commercial trash containers for ONLY 3CYD containers. We offer services through several additional sizes and fees. See attachment.
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:

City of Harlingen Solid Waste Service Fees

Commercial Rates

2 Cu. Yd.		3 Cu. Yd.		4 Cu. Yd.		6 Cu. Yd.		8 Cu. Yd.	
x's per wk	Mo. Fee	x's per wk	Mo. Fee	x's per wk	Mo. Fee	x's per wk	Mo. Fee	x's per wk	Mo. Fee
1x	$37.70	1x	$56.54	1x	$75.40	1x	$113.08	1x	$150.80
2x	$75.40	2x	$113.08	2x	$150.80	2x	$226.16	2x	$301.60
3x	$113.10	3x	$169.62	3x	$226.20	3x	$339.24	3x	$452.40
4x	$150.80	4x	$226.16	4x	$301.60	4x	$452.32	4x	$603.20
5x	$188.50	5x	$282.70	5x	$337.00	5x	$565.40	5x	$754.00
6x	$226.20	6x	$339.24	6x	$452.40	6x	$678.48	6x	$904.80

Rates for Commercial Metal Containers = $18.85 per Cubic Yard

NOTE: Commercial Rates do not include Brush and Debris services

Account	Rate	x's per week	container
Residential Rate	$18.00	2x	96 Gallon
Multi Housing Rate	$18.00	2x	Share container
	$14.00	2x	8 or more Share container

NOTE: Residential Rates include Brush And Debris Service 1x a month

Roll-Off Fees 30cy/40 cy		
Haul Rate	$165.00	
Tonnage	$93.50	per ton
Rental	$120.00	if services less then 2 times in a 30 day period

Prices do not include Taxes

10(j)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action to approve an Inter-local Agreement between the City of Harlingen and the Harlingen Consolidated Independent School District for the use of their athletic facilities to administer the 2024 Elevate Program and authorize City Manager to sign the agreement. Attachment ***(Parks & Recreation)***

Prepared By : Javier Mendez
Title: Director of Parks and Recreation
Signature:

Brief Summary:

Summary

Parks and Recreation is seeking approval to execute an Interlocal Agreement with the HCISD to administer the 2024 Elevate Program, which is a developmental training for 6 graders. HCISD will be sponsoring the program through their student services and will provide coaches, officials, equipment, facilities, and registration fees for each student who participate in Volleyball and 7 on 7 football. The athletic facilities that we will be using are Memorial, Vela, Vernon, Coakley, Gutierrez, and Boggus Stadium. The city will be administering the program and providing uniforms and trophies. The term of this agreement will be 81 days beginning March 11, 2024, and ending on May 31, 2024.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose? [X] Yes [ ] No [ ] N/A

Finance Director's approval: [ ] Yes [ ] No [ ] N/A

Staff Recommendation:

Staff recommends the City Commission approve the inter-local.

City Manager's approval: [ ] Yes [ ] No [ ]

Comments:

City Attorney's approval: [✓] Yes [ ] No [ ] N/A

INTERLOCAL AGREEMENT BETWEEN THE CITY OF HARLINGENAND THE HARLINGEN CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

This Interlocal Agreement between the City of Harlingen and the Harlingen Consolidated Independent School District (hereinafter referred to as "Agreement") is by and between the CITY OF HARLINGEN (hereinafter referred to as "CITY"), a Home Rule Municipal Corporation situated in Cameron County, Texas, acting herein by and through its duly authorized agent, and having its principal Administrative Offices at 118 E. Tyler Street, Harlingen, Texas 78550, and the HARLINGEN CONSOLIDATED INDEPENDENT SCHOOL DISTRICT (hereinafter referred to as "DISTRICT"), a public school district situated in Cameron County, Texas, acting herein by and through its duly authorized agent, and having its principal Administrative Offices at 407 N. 77 Sunshine Strip, Harlingen, Texas 78550; and

WHEREAS, Chapter 791 of the Texas Government Code, also known as the Inter-local Cooperation Act, authorizes local governments to enter into an interlocal contract or agreement with other local government(s) or with a state agency as defined by section 771.002 of the Texas Government Code, to provide a governmental function or service that each party to the contract is authorized to perform individually; and

WHEREAS, the CITY and the DISTRICT are both local governments in Cameron County, Texas who wish to contract with each other to provide a governmental function or service that the CITY and the DISTRICT are authorized to perform individually; and

WHEREAS, this Agreement is authorized by the governing body of the CITY and the governing body of the DISTRICT; and

WHEREAS, this Agreement is entered into in the State of Texas, and it is understood and agreed that this Agreement shall be governed by, construed, and enforced in accordance with and subject to the laws of the State of Texas;

NOW THEREFORE, in consideration of the agreements herein set forth, the CITY and the DISTRICT together execute and authorize this Agreement for the purpose of utilizing the DISTRICT's athletic facilities for the CITY's designated events during the Term of this Agreement.

TERM

The term of this Agreement shall be for Eighty-One (81) days beginning on March 11, 2024, and ending on May 31, 2024. In accordance with section 791.011 of the Texas Government Code, this Agreement may be renewed by mutual written agreement of both parties.

PURPOSE

The purpose of this Agreement is to provide the use of the DISTRICT's athletic facilities at Memorial, Vela, Vernon, Coakley, Gutierrez, and Boggus Stadium to the CITY during the CITY's 2024 Elevate Volleyball and 7 on 7 Football League events.

CONSIDERATION

The DISTRICT agrees to provide the use of its Middle School athletic facilities at Memorial, Vela, Vernon, Coakley, Gutierrez, and Boggus Stadium for a term beginning March 11, 2024, and ending on May 31, 2024.

COMPENSATION AND MAINTENANCE

There will be no compensation exchanged between the CITY and the DISTRICT for this Agreement. The maintenance of the athletic facilities during the Term is the responsibility of the DISTRICT.

INSURANCE

The CITY shall obtain and maintain an insurance policy for the use of the DISTRICT's gymnasiums and/or fields for a term not less than the Term of this Agreement. Such insurance policy shall provide coverage for the DISTRICT's property, namely the athletic facilities used pursuant to this Agreement, as hereinafter set forth.

INDEMNITY

Each party to this Agreement is responsible for its own actions in the performance of their governmental function and shall not be liable for any actions and/or negligence that may arise from the performance of said functions by the other party. By entering into this Agreement, the parties do not intend to create any obligations, express or implied other than those set out herein. No term or provision of this Agreement shall benefit or obligate any person or entity not a party to it. This Agreement shall not be interpreted nor construed to give to any third

party the right to any claim or cause of action, and neither the CITY nor the DISTRICT shall be held legally liable for any claim or cause of action acting pursuant to, or out of the services provided under this Agreement, except as specifically provided herein or by law.

The CITY, to the extent allowed by law, shall cooperate fully in opposing any attempt by any third person or entity to claim any benefit, protection, release, or other consideration under this Agreement. The CITY indemnifies and holds harmless the DISTRICT and its officers, agents, employees and/or Board of Trustees from all civil suits, causes of action, losses, damages, claims, and/or liability of any character, type or description, including but not limited to all expenses of litigation, court costs, and attorney's fees for any injury or death to any person, or injury to any property, received or sustained by any person(s) or property, arising out of, or occasioned by the CITY or any of its agents or employees in the execution or performance of this Agreement.

The CITY further agrees to defend, at its own expense, and on behalf of the DISTRICT and in the name of DISTRICT, any claim or cause of action which is brought in connection with any such injury, death or damage in the execution or performance of this Agreement.

This indemnity clause shall survive the expiration date of this Agreement and shall remain in full force and effect until the statute of limitations expires on any cause of action occurring during or after the period of this Agreement.

IMMUNITIES

Each PARTY to this Agreement reserves and does not waive any immunity and/or defense available to it at law or in equity as to any claim or cause of action whatsoever that may arise or result from the services provided and/or circumstance(s) arising under this Agreement. Neither PARTY to this Agreement waives, modifies, nor alters to any extent whatsoever the availability or defense of governmental immunity under the laws of the State of Texas on behalf of itself, its trustees, council members, officers, employees, and agents.

The parties hereto preserve all immunities granted to them by the United States Constitution and the laws of the State of Texas. Any provision(s) of this Agreement deemed to invalidate or diminish such immunities are hereby agreed between the parties to be null and void.

ACKNOWLEDGEMENT AND EXECUTION

Each PARTY acknowledges that it has read, understands, and intends to be bound by the terms of this Agreement. Nothing in this Agreement shall be deemed to extend, increase, or limit the jurisdiction or authority of either PARTY except as necessary to implement, perform, and obtain the services and duties provided for in this Agreement. This Agreement constitutes the full understanding of the PARTIES and supersedes all prior understandings and agreements between the PARTIES. No terms, conditions, understandings, or agreements purporting to modify or vary the terms of this Agreement shall be binding unless hereafter made in writing and signed by the Party to be charged. This Agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

The PARTIES, through their duly authorized officers, have executed this Agreement in duplicate originals on the date appearing below. This Agreement shall become effective on the date of the last party to sign.

Executed this _____ day of _____, 2024 in the City of Harlingen, Cameron County, Texas.

_____
Dr. J.A. Gonzalez, Superintendent of Harlingen
Consolidated Independent School District

Date: _____

ATTEST:

_____
Board President, Harlingen Consolidated
Independent School District Board of Trustees

Date: _____

_____
Gabriel Gonzalez, City Manager

Date: _____

ATTEST:

_____
Amanda Elizondo, City Secretary

Date: _____ _____

10CK)

EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action to accept and award Bid submission from 57 Concrete for proposal of Bid No. 2024-07 Ready Mix Concrete for the Lon C. Hill Destination Park Trail Construction. Attachment ***(Parks & Recreation)***

Prepared By : Javier Mendez
Title: Director of Parks and Recreation
Signature:

Brief Summary:

Summary:
We received a single bid in responses to Bid No. 2024-07 Ready Mix Concrete for the Lon C. Hill Destination Park Trail Construction. The original proposal from 57 Concrete was slightly higher and we asked if he could reconsider and give us his best price since we are purchasing a large quantity of material.
The original quote we received was $135 per cubic yard for the 3,000 PSI Ready Mix Concrete and $145 per cubic yard bid for the 4,000 PSI Ready Mix Concrete. The revised pricing provided is $128 per cubic yard for the 3,000 PSI Ready Mix Concrete and $138 per cubic yard bid for the 4,000 PSI Ready Mix Concrete. The staff recommends to accept the single proposal and award the bid to 57 Concrete.

Funding (if applicable):

Are funds specifically designated in the current budget for the full amount for this purpose? [X] Yes [ ] No*
*If no, specify source of funding and amount requested:

Finance Director's approval: [ ] Yes [ ] No [ ] N/A

Staff Recommendation:

City Manager's approval: [ ] Yes [ ] No [ ] N/A

Comments:

City Attorney's approval: [✓] Yes [ ] No [ ] N/A

57CONCRETE

Quote

Date: 02/26/2024

Customer: CITY OF HARLINGEN

Project: CITY OF HARLINGEN

Thanks for giving us the opportunity to work with you on this project; below you will find the price sheet according to the general mix designs.

Product ID	Unit Price per CU YD
3,000 PSI GENERAL	$128
4000 PSI GENERAL	$138

Considerations:

- Price does NOT include sales tax; please provide tax except in case you need it.
- Price valid until the last day of June 2024.

57 Concrete will provide at no additional charge the following services:

- Light tower for the scheduled pouring.

Juan Hernandez

57 CONCRETE

Original

CITY OF
HARLINGEN
TEXAS

SPECIFICATIONS FOR

Bid No. 2024-07 Ready Mix Concrete for the Lon C. Hill Destination Park Trail Construction

BID DEADLINE: **Tuesday, February 27, 2024 @ 2:00 P.M.**
BID OPENING: **Tuesday, February 27, 2024 @ 2:30 P.M.**

PREPARED BY:

City of Harlingen
Purchasing Department
404 S. 54th St.
Harlingen, Texas 78550

All inquiries regarding this project should be submitted via email to Mari Leal, Procurement Supervisor at purchasing@harlingentx.gov.

SPECIFICATIONS, TERMS AND CONDITIONS

Bid No. 2024-07 Ready Mix Concrete for the Lon C. Hill Destination Park Trail Construction

The City of Harlingen, TX is accepting competitive sealed bids for the Supply of Ready-Mix Concrete for the construction of a 4,070' X 10-foot-wide multipurpose trail at the Lon C. Hill Destination Park. The construction of the trail at the Lon C. Hill Destination Park is already under way and is expected to be completed by the end of April 2024.

CEMENT SPECIFICATIONS

1. CEMENT - All cement shall be true Portland Cement or an approved brand and shall conform to the American Concrete Institute Specifications, A.C.I. #301 and Building Code Requirements, A.C.I. #318, Latest Edition.

   a. Concrete Mix for the multipurpose trail shall achieve a minimum of 3,000 PSI, 28-day compression strength. Approximately 1,000 cubic yards will be needed for the trail.

   b. Concrete Mix for all light pole drilled piers shall achieve a minimum of 4,000 PSI, 28-day compression strength when placed with a seven (7) inch (+/=1) inch slump. Approximately 60 cubic yards will be needed for the light pole drilled piers.

   A maximum of 25% FLYASH may be used as a cement substitute and shall conform to ASTM C618, Class C. The water/cement ratio shall not exceed 0.6 and slumps shall be 5 inches (+1 inch). Aggregate shall be well-graded. 1" Maximum for the slab on grade. Coarse aggregate shall meet ASTM C33, Gradation #57.

   Admixtures containing water soluble chloride ions greater than 0.06% by weight of cement shall not be used.

2. CONSISTENCY - Only sufficient water shall be added to allow free flow of concrete from the mixer and easy working in the forms; it shall not be added in such quantity as to cause separation of the ingredients by gravity, or to cause the concrete, when deposited in the forms, to quickly assume level positions without handling. In no case, unless specifically permitted by the Engineer, shall water sufficient in amount to result in slumps of more than five (5) inches, as determined in accordance with A.S.T.M. Designation C-143 and current.

DELIVERY REQUIREMENTS

The quoted date of delivery is an important part of the bid. It, in many cases, may be the deciding factor in the award of bid.

This contract may be awarded to multiple concrete supply companies in the event that the primary supply company is not able to meet the scheduled delivery date.

- This project will require a delivery of approximately 106 truckloads (10 CY/truckload) to complete the project.
- A 24-to-36-hour notice will be given to schedule each delivery.
- **All delivery fees, fuel surcharges, and miscellaneous costs are required to be included with the unit pricing for this bid**.

BID PROPOSAL

Bid No. 2024-07 Ready Mix Concrete for the Lon C. Hill Destination Park Trail Construction

Gabriel Gonzalez, City Manager
City of Harlingen

The undersigned, as bidder, declares that the person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm, or corporation; that he has carefully examined the form of contract, Notice to Bidders, Specifications & the Plans therein referred to, and agrees that he will provide all the necessary labor, machinery, tool, apparatus, and other items.

Bidder acknowledges receipt of the following addendum or addenda.

1.) _____

2.) _____

3.) _____

It is understood and agreed that the owner may delay awarding the contract and hold the bids for a period not to exceed sixty (60) days.

It is agreed that all work proposed to be done shall be accepted when fully completed and finished in accordance with the plans and specifications, to the satisfaction of the Owner.

The undersigned certifies that the bid prices contained in the Bid Form and in the Bid Schedule have been carefully checked and are submitted as correct and final.

Signed: _____

Title: CEO

Date: 02-19-2024

Company: 57 Concrete LLC

Street Address: 4877 Western Rd

City and State: Mission, TX 78574

Phone: 956-539-5757

Fax: N/A

BID FORM

Bid No. 2024-07 Ready Mix Concrete for the Lon C. Hill Destination Park Trail Construction

This bid price includes all material as set forth in the attached specification packet and instructions. I have read and agree to comply with these requirements. It is understood and agreed that the owner may delay awarding the contract and hold the bids for a period not to exceed sixty (60) days.

***All delivery fees, fuel surcharges, and miscellaneous costs are required to be included with the unit pricing for this bid**. The bid price quoted must include all items requested and remain firm throughout the duration and completion of this project.

Item No.	Quantity	Unit	Description	Unit Price	Total Price
Item a.	~1,000	C.Y.	3,000 PSI Ready Mix Concrete	$ 135.00	$ 135,000.000
Item b.	~ 60	C.Y.	4,000 PSI Ready Mix Concrete	$ 145.00	$ 8,700.00
			Total Bid	$ 143,700.00	

IN COMPLIANCE WITH THIS SOLICITATION, THE UNDERSIGNED BIDDER HAVING EXAMINED THE INVITATION TO BID AND SPECIFICATIONS, AND BEING FAMILIAR WITH THE CONDITIONS TO BE MET, HEREBY SUBMITS THE FOLLOWING BID TO PROVIDE THE PRODUCTS LISTED ON THE ATTACHED BID FORM AND AGREES TO DELIVER SAID PRODUCTS AT THE LOCATIONS AND FOR THE PRICES SET FORTH ON THE BID FORM. AN INDIVIDUAL AUTHORIZED TO BIND THE COMPANY MUST SIGN THE FOLLOWING SECTION. FAILURE TO EXECUTE AND SIGN THIS PORTION MAY RESULT IN BID REJECTION. FAX RESPONSES WILL NOT BE ACCEPTED

Respectfully submitted this 19 day of February, 2024.

Authorized Representative: Eliud Cavazos

Title: CEO

Company: 57 Concrete LLC

Mailing Address City/State/Zip: 4819 Western Rd Mission, TX 78574

Phone / Fax Number: 956-539-5757

Email Address: office@57concrete.com

Please include the following documents with your bid.

1. Enter the name, telephone number, and email address of contact personnel to request deliveries.

   Name: Juan Hernandez

   Telephone: 956-595-5833

   Email Address: jh@57concrete.com

2. Include a quote or proposal on company letterhead with the unit pricing per the estimated quantities to match the bid items.

HARLINGEN TEXAS

BID REFERENCE FORM

The following information shall be required to accompany all bid submittals.

1. Local company's business name and business information.

Company name: 57 Concrete LLC

Address: 4877 Western Rd Mission, TX 78574

Contact Person: Juan Hernandez

Office Phone #: 956-539-5757 Mobile #: 956-616-2875

Email Address: office@57concrete.com

2. Your Corporate Company's name and business information.

Corporate name: 57 Concrete LLC

Address: 4819 Western Rd Mission, TX 78574

Office Phone #: 956-539-5757 Mobile #: 956-616-2875

Email Address: office@57concrete.com

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).

	Company Name	Contact Name	Phone	Email
1.	Esperanza Homes		956-275-8069	info@esperanzahomes.com
2.	All Valley Innovations Group		956-586-9119	aviginvoices@hotmail.com
3.	Zarate Home Designs		956-536-8377	oscar@zaratehomedesigns.com

5. Municipal projects (local preferred):

	Municipality Name	Project Name	Amount	Completion Date
1.	City of Mission	Parks & Recreation		N/A

Contact Name, Phone, Email: Bianca / Denise tlcavazos@missiontexas.us, jestrada@missiontexas.us

2. City of Harlingen Dixieland Fire Station N/A

Contact Name. Phone. Email: Claudio (956) 216-5300 aclaudio@harlingentx.gov

3. City of Harlingen Public Works

Contact Name, Phone, Email: Claudio (956) 216-5300 aclaudio@harlingentx.gov

4. City of Brownsville Public Works

Contact Name, Phone, Email: accounts.payable@brownsvilletx.gov

5. City of Mission 7-13 Parks and Recreative

Contact Name, Phone, Email: acctpayable@missiontexas.us (956) 321-1137

57 CONCRETE

Quote

Date: 02/19/2024

Customer: City of Harlingen

Dear City of Harlingen,

Thanks for giving us the opportunity to work on Project: Lon C. Hill Destination Park Trail Construction with you; below you will find the price sheet according to the mix design requested.

Product ID	Price
3000 PSI	$135.00
4000 PSI	$145 00

Considerations:

- Price do not include tax, please provide tax exempt in case need it.
- Price valid until last day of March 2024

Moises Vargas
CFO
57 Concrete

Acceptance: _____
City of Harlingen
Name and Position:

10(L)

AGENDA ITEM
EXECUTIVE SUMMARY

Meeting Date: **March 6, 2024**

Agenda Item:

Consideration and possible action on creating and funding a Special Events and Media Coordinator position for the City of Harlingen.

Prepared By (Print Name): Gabriel Gonzalez
Title: City Manager
Signature: Gabriel Gonzalez

Brief Summary:

As you know, coordinating the increased number of events for the city has been a challenge. The city has 30 events that we organize and run ourselves, another 12 that we coordinate with Market Days and another three that we provide support services for such as Margarita Festival, Jalapeno 100 and the Birding Festival. This position would help in organizing these events including the hiring of bands, coordinating activities and assist with our media presence as well.

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:

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

Comments:

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

JOB DESCRIPTION

Job Title:	Special Events & Media Coordinator	Pay Grade:	200
Department:	Administrative Services	FLSA Status:	Exempt
Division:	Administrative Services		
Job Family:	Financial Administrations-Administrative Support		
Reports to:	City Manager	Safety Sensitive:	N
		Driving Require:	Y

DISTINGUISHING FEATURES OF THE CLASS

The Special Events Manager directs special events of the Communication and Media Department, Downtown Improvement District, Visit Harlingen, and Parks and Recreation Department and serves as the chief liaison related to city-wide events. Will supervise the work of others and serve as a lead worker providing direction to others. Plans, supports, develops, markets, and executes festivals, events, and community programs that generate a positive impact and enrich the lives of our community members and visitors. Responsible for building strategic and collaborative relationships with department staff, vendors, external organizations, community-based organizations, and other stakeholders to successfully plan, communicate, and facilitate events and programs within the city.

ESSENTIAL DUTIES AND RESPONSIBILITIES

This list is not intended to be construed as an exhaustive list of all functions, responsibilities, skills, and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

- Leads various departments in organizing and coordinating special events.
- Drives engagement and participation in the community and evaluates post-event reports.
- Responsible for development, coordination, and execution of new and existing events with departments.
- Develops relationships with governmental agencies, districts, business, associations, and media to promote and encourage community and media participation.
- Determines site locations, operational cost, expenses and fees for vendors, food concessionaries, etc.
- Maintains supplies, inventories and equipment for events and compiles estimated cost.
- Plans, recommends, and arranges special entertainment for events.
- Promotes events and provides information on programs and facilities to the public.
- Schedules, monitors and reviews work assignments for event personnel.
- Prepares, monitor, present and submits budget, expenditures, revenues, and grants recommendations to City Administrators.
- Maintains supplies, inventories and equipment for events and compiles estimated cost.
- Attends, represents, and promotes the city at events, related conferences, workshops, webinars, Committees, and Advisory Boards.
- Coordinates, implements, and keeps statistical records to create requested reports for designated events.
- Develops advertising strategies, prepare brochures, schedules, and information for various publications.
- Arranges and maintains on-site headquarters during events for vendors and visitors.
- Develops criteria and policies for dealing with and accepting sponsors, vendors and concessions and regularly recruits new vendors and sponsors.

- Develop relationships with governmental agencies, districts, business, associations, and media to promote and encourage community and media participation.
- Maintains regular, reliable, and prompt attendance, physically present to work.

Additional Requirements:

- Some positions will require the performance of other essential and marginal functions depending upon assignment.
- This position requires the use of personal or City vehicles for City business. Individuals must be physically capable of operating vehicles safely, possess a valid driver's license and have an acceptable driving record.

SUPERVISION RECEIVED & EXERCISED

- General supervision is received from the City Manager.
- May exercise supervision over professional, paraprofessional, and clerical staff.

QUALIFICATION GUIDELINES

Knowledge of:

- Event Planning and Organizing.
- Public, Educational, and Governmental Access Channels operations.
- Excellent speaking, presenting, and teaching skills.
- Excellent communication (both oral and written) and interpersonal skills, along with the ability to establish and maintain effective working relationships.
- Outstanding organizational skills.
- Managing and monitoring work performance of various department heads; including evaluating program/work objectives and effectiveness, establishing broad organizational goals and realigning work and staffing assignments for the department.
- Advanced skills and knowledge in approaches and systems, which affect the design and implementation of major programs and/or processes organization wide.
- Leadership skills.
- Customer service and public relations skills.

Ability to:

- Work flexible hours including holidays, evenings, and weekends, as required.
- Ability to operate computer, copier/fax machine, printer/scanner, software, video camera, photo camera, television and studio lights, audio/visual equipment.
- Manage time effectively.
- Independent judgement and decision-making abilities are necessary to apply technical skills effectively.

Education & Experience:

- Bachelor's Degree in business, marketing, public relations or related coursework; or five (5) years related experience and/or training; or equivalent combination of education and experience.

Licenses, Certificates & Registrations:

- Valid Texas Driver's License.

PHYSICAL REQUIREMENTS

The employee is regularly required to sit and use hands and fingers, speak, and hear. The employee is occasionally required to lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision and ability to adjust focus.

WORKING CONDITIONS

This job operates in a professional office environment, some indoor and outdoor events. That may include loud music, standing for long periods of time.

SAFETY SENSITIVITY

This position is not classified as a safety-sensitive position.